

# Stagecoach Property Owners Association Stagecoach Express

A Quarterly Newsletter

[www.Stage-Coach.com](http://www.Stage-Coach.com)

No 4th Quarter • 2019

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## President's Message

By Kayleen Cohen

Hello SPOA Members!

Happy Holidays! I hope you're all enjoying this pristine time of year in Stagecoach; morning fog rising off the lake, frost on the sagebrush, and snow on the trees. Every time I crest the hill in front of the state park on my ride home from Steamboat, I'm filled with gratitude to live in such a beautiful place. The Stagecoach Property Owners Association Board of Directors has been working on several large projects to continue to advance our community in a positive direction. We are looking for your participation and feedback, so please read the announcements within this newsletter carefully.

### Welcome New Board Member; Amber Stewart

Say hello to our newest board member, Amber Stewart. Amber will bring her expertise as a professional architect to the SPOA Board of Directors. The next round of nominations and appointments for the SPOA Board of Directors will be at the annual meeting on July 18, 2020. If you would like to nominate yourself for a board position, please send a short bio explaining your interest and qualifications to our Association Manager, Bryan Ayer, prior to that date.

### Master Trails Project Update

SPOA is working local community planner, Peter Patten, to

## NEXT SPOA MEETINGS

February 15, 2020 - BOARD

May 16, 2020 - BOARD

SPOA 2020 Annual Meeting  
TENTATIVE July 18, 2020

Board Meetings held at Resort Group  
Conference Room 2150 Resort Drive –  
2nd Floor 9:00am unless otherwise stated.

develop a master trails plan for Stagecoach. This plan will include designs for future trails that will connect the neighborhoods and offer various types of recreation such as hiking, biking, running, and even equestrian activity in certain areas. Patten has completed the first phase of the project, inventory and mapping of existing and planned trails, and is now preparing a draft of the Stagecoach Trails Master Plan. This plan will be ready for public review and input in the spring of 2020. A summary of the process can be found on (page 7) of this newsletter.

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*President's Message • Continued from Page 1*

## **Nordic Trail now open and Groomed**

The Stagecoach Nordic Trails are open and ready for your enjoyment. The trails are groomed after each storm or at least twice a week. This area is not for snowmobiling. To access the trails, turn on to Hoch-eye Way off of CR16A at about MM 7.4. Turn left onto Stirrup Way and you will see the parking area and trail access. A map can be found on (page 12) of this newsletter.

## **Covenant Amendment RE: Trailers Being Enforced**

SPOA members received a notification this fall that the new covenant amendment concerning the parking of trailers has officially been adopted and is now being enforced. Members are reminded that these covenant amendments were adopted after being sent to the membership twice for vote, discussed at two separate annual meetings, and lastly approved by the Routt County Court. The new covenant allows for no more than one trailer to be parked to the side or rear of a residence. Members with more than one trailer on their property have been sent notices and have 30 days to come into compliance.

## **ACC Guidelines 2019-1 and 2019-2 Adopted**

The SPOA Board of Directors moved to approve proposed ACC Guidelines 2019-1 and 2019-2 at our most recent board meeting in November. These guidelines will enable the ACC Committee to streamline their review of new applications.

Members should be aware that the policies were revised several times thanks to feedback from the community. These new guidelines can be found on the website at [www.stage-coach.com](http://www.stage-coach.com) along with a newly compiled Architectural Rules and Guidelines Document. Please be aware that all plans for enhancements to a lot or a current residence should be run by the Manager and the Architectural Committee.

## **Thefts in Red Hawk Village**

Members should be aware of several thefts reported in Red Hawk Village this fall. At least two parked cars were broken into overnight and items were stolen from the vehicles. Members should be advised to lock their vehicles parked outside of a garage.

## **Next SPOA Board Meeting: February 15th**

Please join us at the next Stagecoach Property Owners Association Board of Directors Meeting on February 15th starting at 9am at 675 Snapdragon Way. Members are encouraged to share their comments about ongoing projects, concerns, and ideas for community improvement. Light refreshments are provided.

Your input is valuable and your participation appreciated!

*Respectfully,  
Kayleen Cohen  
President, SPOA*



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## 2020 Annual Assessments are due January 1st

Owners were recently mailed a notice and invoice for their 2020 annual assessment. The annual assessment is used to promote the recreation, health, safety and welfare of property owners in the Stagecoach community and for the improvement and maintenance of the Stagecoach common areas. For 2020 the Association's annual assessment is \$125 for each lot. This assessment provides the operating and project/reserve funds of the Association. Please note your invoice may be for an amount greater than or less than the 2020 annual assessment if there are unpaid amounts or overpayments from prior periods.

The annual assessment is invoiced one time and is due on January 1st of each year. Assessments not paid within 30 days of the due date shall incur a finance charge on the outstanding balance. Additional information on the collection of unpaid assessments can be found in the Association's Responsible Governance Policy documents, a copy of which are available online at [www.stage-coach.com](http://www.stage-coach.com).

There are a couple of options for payment of the assessments. The letters accompanying your statement outline these options. Please note that there is a new mailing address for submitting payment by mail and please submit the payment stubs with payment. If you have multiple Lots, you are welcome to write one check, but please include all stubs.

If you did not receive your 2020 annual assessment notice and invoice, or if you have any questions, please call the Association's community manager Bryan Ayer at (970) 875-2810 or email him at [bayer@steamboatassociations.com](mailto:bayer@steamboatassociations.com)



## Stagecoach & Lynx Pass - Want faster Internet?

Yampa Valley Electric Association is applying to the State Broadband Fund for support in building a fiber network making it possible to deliver affordable, high-speed internet to you and we need your help.

<https://join.luminatebroadband.com/>

Taking the speed test does not require you to sign up for broadband service.

**Survey closes  
December 30th!**

The survey/speed test website contains no malicious content.

- Grant funding is determined by real-time service speeds. We need you to take a survey and perform the speed test.
- Go to the site on the computer screen, enter your service address, answer brief questions and perform the speed test at the end of the survey.
- Be sure to complete the speed test.



**Questions? Call YVEA at 970-879-1160.**

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## 2020 Operating Budget

At the Board of Directors meeting on November 16, 2019 the Board voted to adopt the following operating budget for FY 2020. The operating budget reflects the ongoing and recurring costs of the Association. The operating budget does not reflect spending for asset acquisitions, reserve funding, or specific improvement/maintenance projects undertaken which are reflected in the project/reserve fund.

	Operating Budget			
	FY2020 Budget	FY 2019 Forecast	FY2019 Budget	
<b>Operating Income</b>				
Member Operating Assessments(\$50 of \$125 Assessment)	\$ 111,531	\$ 106,805	\$ 107,200	
Reserve for Uncollectible/Bad Debt	(1,000)	(963)	(1,000)	(1)
Member Operating Assessments (Net)	\$ 110,531	105,842	\$ 106,200	
Total Other Income	\$ 6,260	8,903	\$ 6,000	
<b>Total Operating Income</b>	\$ 116,791	114,745	\$ 112,200	
<b>Operating Expenses</b>				
Management Services	\$ 84,264	83,000	\$ 83,000	(2)
Prof Services - Legal	1,000		1,000	
Prof Services - Accounting	4,325	5,125	3,000	(3)
Prof Services - Other	250	206	500	
Insurance	2,697	2,759	2,500	
Dues, Licenses, & Compliance	80	80	-	
Meetings - Board	2,600	3,167	2,400	
Meetings - Board Travel	600	525	600	
Annual Meeting	2,500	2,470	2,500	
Bank Charges	75	61	200	
Newsletter	-		100	
Office Supplies	500	389	1,000	
Postage	2,400	2,972	2,000	(4)
HO - Communications	3,500	3,453	1,400	(5)
Website Fee	2,000	2,009	2,000	
Utilities - Water/Sewer	3,000	1,509	3,000	
Grounds Maint. - Parks & Playgrounds	1,500	1,615	1,500	
Grounds Maint. - Other	1,000	626	1,000	
Grounds Maint. - Trail Systems	4,500	4,588	4,500	
<b>Total Cash Operating Expenditures</b>	\$ 116,791	\$ 114,554	\$ 112,200	
<b>Total Operating Surplus/Deficit</b>	\$ -	\$ 191	\$ -	
Assessment Year	FY2020		FY2019	
Operating Assessment to Achieve Balanced Budget	\$ 50.00		\$ 47.96	
YOY% Increase/(Decrease)	15%		(8.4%)	

Notes:

- (1) Based on review of aged receivables - used to build appropriate AR reserve on balance sheet
- (2) Contract Renewal with Steamboat Association Management (SAM) reflects 3% price increase effective
- (3) Reflects increase to Prof Services Accounting due to cost increase for yearly Financial Review
- (4) Reflects increase due to historical cost reflection
- (5) Reflects increase due to historical cost of mailing for notice of Annual meeting and Annual billing



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## 2020 Reserve Budget -Reserve/Projects Fund

In addition to the annual operating cost of the Association, the Association maintains and expends funds from its general reserve for specific projects and initiatives as well as unexpected expenses. These projects and initiatives benefit the Stagecoach community and our membership and may include common area development and maintenance, road infrastructure repair and maintenance, wildfire mitigation and community development activities. Outlined below is the Association's forecasted 2020 reserve/project fund activity and balances.

*Note: All amounts have been rounded to nearest \$1,000 for ease of presentation*

Forecasted Reserve/Project Fund Balance -	
Plus: Project/Reserve Funding (2020 = \$75.00 of total \$125 Assessment	
Transfer (to)/from Operating fund	
Total Forecasted Income (2019 Balance + Reserve Assessments)	
 <b>Less: Board Approved Expenditures</b>	
Wildfire Mitigation	
Road Infrastructure - Road Work/Drainage/Surveying/Reimbursements	
Community Development - Grants/Partnerships	
Common Area Trail Systems - Master Trail Plan/Building	
Common Area Signage	
Legal Projects	
Community Infrastructure	
Community Center	
 <b>Total Projected Expenses</b>	
<b>Addition to Money Reserved for Future Capital Projects</b>	

**2020**  
Forecast  
as of 11/2019

\$ 464,088
167,100
-
<b>\$ 631,188</b>
 40k
40k
6k
16k
2k
1.5k
4k
<u>25k</u>
<b>134.5k</b>
33k

Note: The Reserve/Project fund balance outlined above does not include the restricted road funds held by the Association for the benefit of property owners in Horseback, Morningside and South Shore. As of September 30, 2019, the total balance of these restricted funds is \$150,648

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## What Have You Done For Me Lately?

Janet Jackson may have been an icon from the 80's but she did have some wise words. Often SPOA is ridiculed because many of the members do not "see" the many things being undertaken by the board and it's fellow members. My goal here is to give you a list of the many things done and projected to be done by the board for our members and to the betterment of our beautiful area.

- The board has begun the process of developing a multi use trail system plan to be used during all seasons for walking, biking and/or on skis. The aim is to provide safe access to all the trails in the area, connecting all existing trails and providing more fun opportunities.
- Maintaining the current Nordic trail system and posting signage as well, is in the works. The trail is on Stirrup Way.
- The Board has purchased and will install a 4-door package mailbox system at Maricopa to allow safe delivery of the member's orders. Several Cluster boxes have been added and replaced through the years.
- The Coyote Run sign is currently being repaired to help mark this subdivision.
- \$50,263 has been spent on Road Improvements/Maintenance in some of the back subdivisions to assure seasonal access through the installation of new culverts, ditching and some grading with focus on the major arteries. Improving owner access and safety access for fire and ambulance service is the main goal.
- Reimbursement has also been provided to owners for drainage improvements that have been made while making improvements to the roads to gain better access to their lots.

- The Board continues to work on Wildfire mitigation projects and has provided and burned a community slash pile on Stirrup Way
- Stagecoach State Park - The Morrison Cove area has been improved by the state park with a launch for non-motorized vehicles and a new picnic area. SPOA contributed with the purchasing of several trees at the new picnic area.
- Covenant enforcement to help keep property values.
- Community Center Plans - One of the priorities that the SPOA board established for the year is the planning of a community center for Stagecoach. The Association currently has sufficient funds accumulated to fund the planning and may possibly have sufficient funds to start the process of acquiring a site for a community center. Tom Watts has agreed to lead the committee and help pull together some ideas for a community center.
- Maintaining the Coyote Run playground area and picnic shelter.
- Building barricades to prevent further damage to roads after rains and prevent individuals driving on the unimproved right-of-ways during the rainy season.
- Providing Neighborhood grants for supporting community efforts making available grants up to \$2,000 for community building and neighborhood improvement projects.
- Working with the County to post speed limits signs to reduce dust and disturbances in the community
- New Covenants Amendments have been passed allowing chickens and horses (following the new rules), and one trailer outside of a structure.

As you can see SPOA is working hard to build a community and improve the area with little and big steps. Please join us at our meetings to provide your input for other projects we should take on or volunteer for our board or committees. We need all our voices to protect this beautiful area.

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## Trails Information

The SPOA Board has embarked on the creation of a Stagecoach Trails Master Plan (STMP). Local land planning and landscape architecture firms Patten Associates and MGC Design have been engaged to lead the STMP efforts. The Plan will include master plans for both the north and south areas of Stagecoach and will recommend specific trail types in mapped locations. Some of the plan goals are:

- Increase connections between existing trails
- Identify new hiking and biking trails
- Explore a potential trail connection between the north and south areas along CR 16
- Identify trail construction priorities and potential funding sources

The planning process includes several opportunities for public input, including an open public meeting for residents and interested agencies in late March to discuss draft plans. More information will be provided to Stagecoach residents about the meeting when the time and place are finalized.

The initial draft concept plans (to the right is the initial "discussion draft" North Area Concept Plan and below are two of the potential trail sections) and trail types were presented and discussed at the November 16th SPOA Board meeting in which some residents participated. A Draft STMP will be prepared following the public meeting with provision for additional public comment. The final plan will then be



produced based upon direction provided by the SPOA Board. One of the potential benefits of the plan is to work with Routt County toward adoption of the STMP into the Stagecoach Community Plan. This would allow trails to be considered as part of the review of proposed development plans, providing opportunities for private sector participation in the implementation of new trails.





## Update On Wildfire Mitigation Efforts

Seven years ago, SPOA undertook a large-scale logging project with the goal of clearing beetle-kill trees from the roadways and common areas in the southern subdivisions. The roadway work also included the logging of the road-facing portion of each lot, back to the edge of the front easement area. Once the project began, SPOA also reached out to lot owners in the area to inquire whether they would be willing to pay the loggers employed by SPOA to clear the beetle-kill from the balance of their lots. A number of lot owners responded and those lots were then cleared by the SPOA loggers. In total, the project cost SPOA \$177,573, but \$83,608 of this amount was reimbursed by the Colorado State Forest Service pursuant to a grant issued to the Association. An additional \$9,138 was collected from individual lot owners. The balance was paid from SPOA project funds.

The 2012 project was successful in clearing dead trees from roadways and common areas, but a large amount of dead wood remains, mostly on the lots of Association members. And although the dead trees eventually return carbon and other essential nutrients to the soil, at our altitude the decay process proceeds slowly. In the meantime, the standing and fallen dead wood provides potential fuel for forest fires. At one point during the early fall of 2018, the massive Silver Creek Fire was within 10 miles of Horseback. If the weather had been different, the fire might have reached the southern

subdivisions. So there is good reason for SPOA to continue its wildfire mitigation efforts.

Several years ago, SPOA contracted with Natural Resource Solutions Group, Inc. to burn slash piles left from the 2012 logging project and provide advice about ongoing wildfire mitigation. The focus now, as it was in 2012, is to remove dead wood fuel from the forest. Although, as one Association member pointed out to me in 2012, live trees burn just as well as dead trees, the removal of dead wood may reduce the intensity of a forest fire, making it easier to control. With that in mind, the SPOA board asked NRSC to identify southern subdivisions with large amounts of dead wood fuel. The board then selected Sky Hitch III as the starting point for the new logging project.

In October, the first phase of letters went out to the owners of the 43 lots of Sky Hitch III, advising them of the need to remove dead wood from their lots and giving them the option to (1) remove the dead wood themselves, or (2) hire a contractor to remove the dead wood, or (3) pay a contractor hired by SPOA to remove the dead wood. Several of the owners replied that they were in the process of either removing the wood themselves or hiring contractors to do so. The owners of 10 lots have elected to have SPOA hire a contractor on their behalf. The board is currently attempting to obtain cost estimates so that final contracts can be arranged for lot owners opting to use the SPOA contractor. Hopefully we will hear from the remaining lot owners in the near future.

Although Sky Hitch III was selected as the first phase, all members should consider it their responsibility to maintain the exterior of their lot, including the creation of defensible space, regardless of whether or not there is an existing residence on the property. Your cooperation is necessary for the safety of all owner within SPOA as well as surrounding properties.





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## Friends of Stagecoach State Park

Greetings Friends & Neighbors,

Friends of Stagecoach State Park would like to wish all of you a happy holiday season and we look forward to seeing many of you in the NEW YEAR at some of our upcoming 2020 winter events listed below. If you would like to volunteer (we're always looking for more volunteers), donate or contribute any raffle items or special services for auction during these special events please contact: [callie\\_pratt@yahoo.com](mailto:callie_pratt@yahoo.com). You can also find additional event details listed on the Stagecoach

State Park Facebook page. Hope to see you all at these fun community events and remember that they can't happen without your help and support!

- **First Day Hike:** Wednesday, January 1, 2020 at 10 AM – 2 PM
- **9th Annual Ice Fishing Tournament:** Saturday, January 4th, 2020 at 8 AM – 3 PM
- **Debunk The Winter Funk:** Saturday February 15th from 10am to 2pm

P.S. Friends of Stagecoach State Park will be featured for the month of January at Mountain Tap Brewery as one of their non-profit beneficiaries. This is a great opportunity to help our organization by making a donation and helping to spread the word about what we do. Grab yourself a pint or a pizza next month and show your support for living life OUTDOORS!



## Don't Get Trapped with High Rates & Contracts

The Competition

Vs

**Twin Enviro**  
services

\$150+/quarter

Flat Fee

Contract

\*Freedom to Choose\*

Give us a call! at **Twin Enviro**. We make switching simple!

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## Winter Season Reminders

### Private Snowplowing on Non-County Maintained Roads

For those Stagecoach owners with property along roadways not maintained by Routt County and who need winter access to their property, please be mindful of the following guidelines when performing winter maintenance in the public right-of-way serving your property.

- The berm of snow resulting from snow removal operations is to be pushed beyond the edge of the road so that the drainage from the snow berm feeds into the ditch and off the traveled surface of the road.
- Gravel surfacing material shall not be bladed off the road.
- Leave all ditches and culvert inlets in a natural condition without snow or other material plowed into them so that the drainage system will function normally upon completion of snow plowing operations.

- All snow and ice that is removed from the road surface and ditches shall be deposited away from streams and waterways. This material is to be placed on the owner's property or a common area belonging to the Association.
- Ensure removal of snow along roadway to provide sufficient turnouts and turnarounds for emergency service vehicles.

We appreciate your adherence to these guidelines. If you utilize a contractor for plowing services, we ask that you pass along these guidelines to them.

### Snowmobiling Prohibited

While snow blanketed meadows throughout Stagecoach are very tempting indeed, the use of snowmobiles is strictly prohibited in the Association's common areas and/or the public roads and right-of-ways.



## Stagecoach Property Owners Association Lodging Benefit

As a benefit of SAM management, SPOA members enjoy **special savings on vacation rentals** at our sister companies. Simply enter promo code **RGVIP20** at the time of booking, or mention it when you call (800)525-2622.



Use promo code **RGVIP20** for an extra 10% OFF lodging at Steamboat Association Management sister companies

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## 2019 Real Estate Update

By Kerry Eaton, Town & Country Properties, Oak Creek

*2019 is quickly coming to a close! We want to wish you all a Merry Christmas and a New Year filled with health and joy!*

Stagecoach home sales year to date reports 25 single family homes closed, priced from \$360,567 to \$1,250,000 (for a home in Blue Valley). The same number of homes sold in 2018, and 29 in 2017.

Eagles Nest and Stagecoach townhomes saw 13 sales, with a wide range of prices, from \$214,500 to \$297,500. 2018 reported 14 sales, and a price range of \$239,000 to \$280,000.

Wagonwheel condos reported 6 sales in 2019, and 4 in 2018. The highest selling price was \$225,000, which

was \$50,000 above the highest sale last year (both were 3Bed/2Bath).

Presently, there is only one townhouse on the market, an Eagles Nest at \$309,000 which includes a large heated workshop. There are no condos currently for sale.

Lot sales were at 34 for this year, compared to 33 sales last year, and 66 sales in 2017. The number of active lot listings sits at 114, ranging from \$3,500 to \$2,200,000 for 377 acres on Pima Way.

The available inventory remains low for all property types. There are currently only 12 active listings for single family homes, ranging in price from \$395,000 for a mobile home on 35 acres, to \$9,950,000 for a 7 bedroom home on 320 acres toward Lynx Pass. 2020 could be a great year to sell YOUR home!

*Information provided is from the Steamboat Springs MLS. It is deemed accurate but not guaranteed. Statistics are through 12/16/19.*

106 E. Main St., Oak Creek, CO  
[www.StagecoachArea.com](http://www.StagecoachArea.com)

*Wishing You and Yours  
a Magical Holiday Season!*

Our boutique Real Estate office specializes  
in Stagecoach and South Routt,  
serving Buyers & Sellers since 1992!

No One Knows the Territory Like We Do.

*Call Us Today For a Stress Free Transaction!*

 **Kerry Eaton**  
970-846-9591

 **Rebecca Bailey**  
970-757-1111





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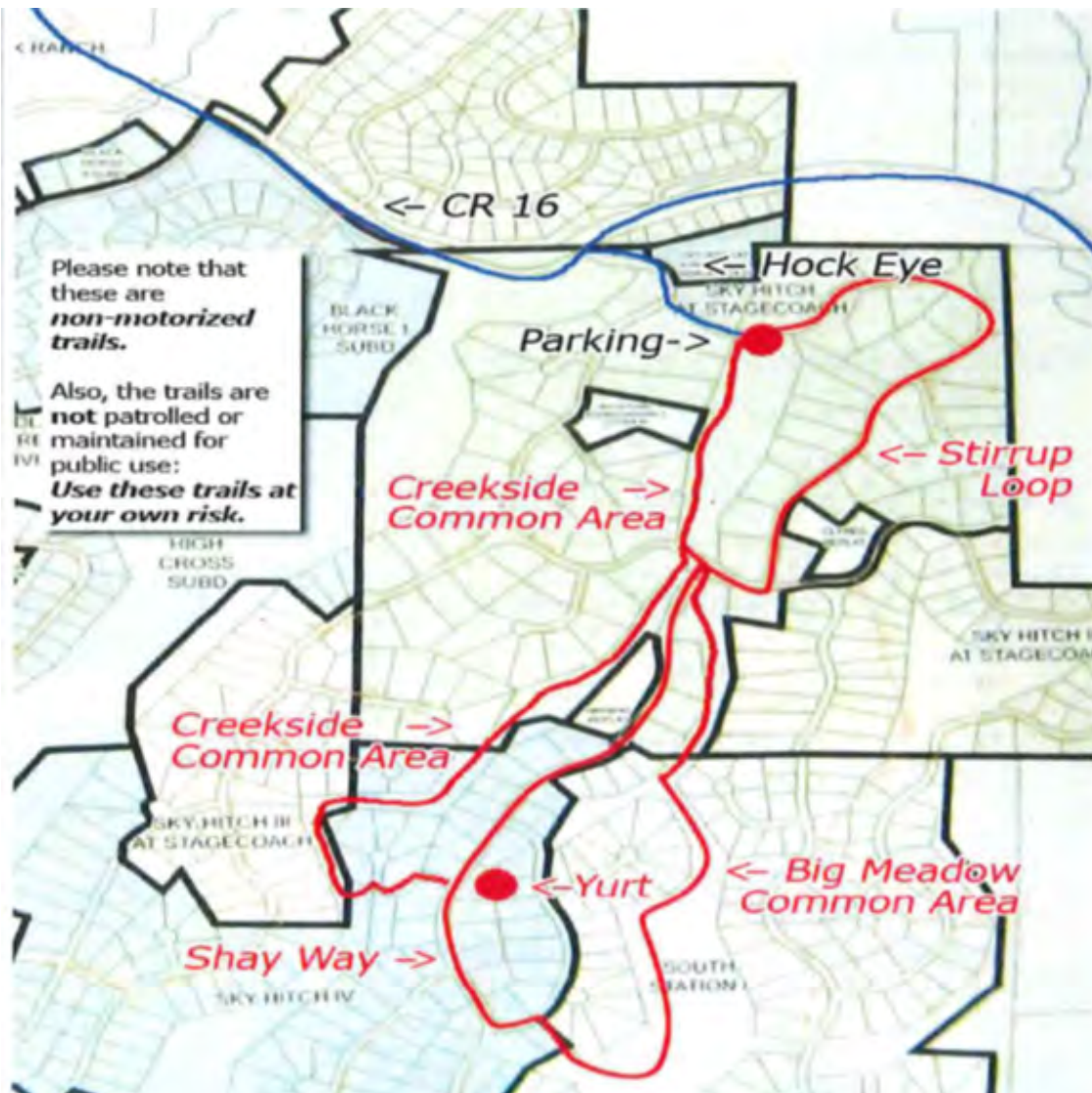
## Stagecoach Nordic Trails

The Stagecoach Nordic Trails are open and ready for your enjoyment. The trails are groomed after each storm or at least twice a week.

To access the trails, turn on to Hoch-eye Way off of CR16A at about MM 7.4. Turn left onto Stirrup Way and you will see the parking area and trail access.

### THIS AREA IS NOT FOR SNOWMOBILING!

The trails are for skiing and snowshoeing. If you are a snowshoer please stay to the side of the trail.





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## Current Board of Directors

Stagecoach's Governing Body

### President

**Kayleen Cohen** (Term-ends July 2021)  
23610 Sagebrush Circle, Oak Creek, CO 80467  
[kayleen@mntndogmedia.com](mailto:kayleen@mntndogmedia.com)

### Vice-President

**Rob Walker** (Term-ends July 2021)  
22636 Commanche Road, Oak Creek, CO 80467  
[walker.rob.1973@gmail.com](mailto:walker.rob.1973@gmail.com)

### Secretary

**Kate Rachwitz** (Term-ends July 2021)  
[katerachwitz@gmail.com](mailto:katerachwitz@gmail.com)

### Treasurer

**Matt Kaufmann** (Term-ends July 2020)  
2075 Walton Creek Road Steamboat Springs, CO 80487  
[mattkaufmann@mybrokers.com](mailto:mattkaufmann@mybrokers.com)

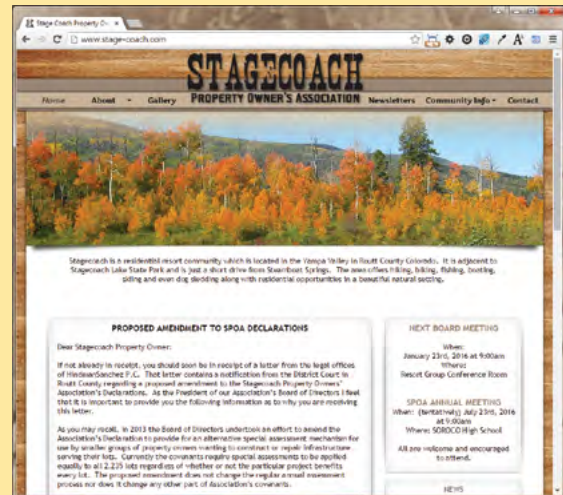
**John DiNicholas** (Term-ends July 2022)  
33225 Ramuda Trail, Oak Creek, CO 80467  
[johndinicholas@hotmail.com](mailto:johndinicholas@hotmail.com)

**Scott Okerstrom** (Term-ends July 2020)  
[scottokerstrom@gmail.com](mailto:scottokerstrom@gmail.com)

**Tom Watts, Current ACC Chairman** (Term-ends July 2020)  
31675 Shoshone Way Steamboat Springs, CO 80467  
[ttwatts@comcast.net](mailto:ttwatts@comcast.net)

**Tony Borean** (Term-ends July 2022)  
32456 Ute Trail, Oak Creek, CO 80467  
[stagecoachco@gmail.com](mailto:stagecoachco@gmail.com)

**Amber Stewart** (Term-ends July 2022)  
30 S 31st Street Boulder CO 80305  
[amberlaurel2000@gmail.com](mailto:amberlaurel2000@gmail.com)



The following information can be found on the association's website:

[www.Stage-Coach.com](http://www.Stage-Coach.com)

Financial Statements

Meeting Minutes

Governing Documents

Committee Charters

Community/Common Area Documents

Additional Community Information

For other questions please contact:  
**Stagecoach Property Owners Association**  
Managed by Steamboat Association Management  
675 Snapdragon Way Suite 100  
Steamboat Springs, CO 80487  
Association Manager – Bryan Ayer  
[bayer@steamboatassociations.com](mailto:bayer@steamboatassociations.com)  
(970) 875-2810

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**STAGECOACH PROPERTY OWNERS ASSOCIATION**  
**Minutes of the Board of Directors Meeting**  
**Oak Creek Community Center**  
**Steamboat Springs, Colorado**  
**August 17, 2019**

The Board of Directors meeting was called to order at 9:00 am.

Board members present: Kayleen Cohen (President), Scott Okerstrom, Tony Borean, John DiNicholas, and Tom Watts.

Board members present via teleconference: Kate Rachwitz (Secretary)

Management present: Bryan Ayer, Association Manager

Owners and Guests present:

Amber Stewart – owner by relation of multiple lots in South Station I

John and Shannon Troka owners of Lot 112 South Station II

Lori and Todd Raper owners of Lot 102 Morningside

Jeff Rachwitz owner of multiple Lots in Sky Hitch IV

Bruce Kilhefner owner of Lot 47 Meadowgreen

Frank Murphy owner of Lot 48 Eagleswatch

Marc and Melissa Sheridan owners of Lot 22 Black Horse II

Peter Patton of Patterson Associates Inc was present by teleconference to discuss the proposed Master Trails plan


With 6 Board Members attending, a quorum was present.

**APPROVAL OF BOARD MEETING MINUTES AND RATIFICATIONS:**

**MOTION:** Kate Rachwitz moved to approved the board meeting minutes dated May 18, 2019 as presented. The motion was seconded by John DiNicholas and with no further discussion, the motion passed without dissent.

**MOTION:** Tony Borean moved to approve the board meeting minutes dated July 20, 2019 as written. The motion was seconded by John DiNicholas and with no further discussion, the motion passed without dissent.

**ACTION:** At the Annual meeting in July, John DiNicholas, Tony Borean and Amber Stewart were elected to serve on the Board of Directors. Prior to this Board meeting, it was discovered that Amber Stewart was not eligible at the time of election as she needs to be a “Member of the Association” as dictated by Article IV, Section 1 of the Bylaws. Although Amber’s husband Todd Stewart owns several lots, her



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name is not on any of the deeds. The Board decided for transparency to send notification to all owners that the board position for Amber Stewart is technically vacant and any Owners interested in the position should contact Management. Amber stated that she will add her name to one of the deeds and at the next board meeting will be eligible to be appointed to the position as well.

**Change of Agenda:**

**Trail System Projects** - At the board meeting that followed the annual meeting on July 20, 2019, the board approved project/reserve funds not-to-exceed \$25,000. Peter Patton presented the trails team and described the process and phases. He reported a \$500 reduction in the overall fee estimate. A master plan needs to be developed, and the team would like to schedule a meeting to finalize the plan, after which a public meeting would be held for owner input. The goal is to attach this master plan to the County Stagecoach Master Plan.

The board discussed the need to sign the proposals for PAI, MC Designs and Wheland Designs and scheduling a meeting with the trails team for mid-September or mid-October.

**MOTION:** Tom Watts moved to sign the contracts for MGC Designs and Wheland Designs as presented, and the amended proposal from PAI. Scott Okerstrom seconded the motion and with no further discussion, the motion carried. John DiNicholas was opposed.

**Public Comments:** The Manager asked those in attendance if they had any other business that they wanted to discuss that wasn't already on the agenda. There were no comments at this time.

**GENERAL BUSINESS SUMMARY:** Community Manager Bryan Ayer provided an update on Association business matters.

- The cluster boxes at Morningside and South Shore are damaged and cannot be repaired.
  - **MOTION:** Tom Watts Moved to approve up to \$3,500 for new cluster boxes in Morningside and South Shore. Tony Borean seconded the motion and with no further discussion, the motion passed without dissent.
- The State Park trees were planted as a cost of \$3,228, noting the approved budget for this was \$3,300.
  - **ACTION:** Pictures of the new trees will be taken and plans for a commemorative plaque for John Troka will be finalized. The plaque will be placed at the Morrison Cove area.
- Coyote Run Signage – The Coyote run sign has fallen over due to the rotten timbers.
  - **MOTION:** Tom Watts moved to approve up to \$2,000 to repair the Coyote Run entry signage using metal posts. Scott Okerstrom seconded the motion and with no further discussion, the motion passed without dissent.

**ACC Activities:** All applications received have been informally approved. Some house applications are pending formal approval depending upon verification of the plans being informally approved being the same plans submitted to the Routt County Building Department.

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Tom Watts reported the 2018 requirement for sheds has been working well and is an example of the policy speeding up the approval process.

Covenant and Rules Enforcement: Bryan provided a report on current violations. Discussion included earth works on trail/drainage easements. Tom Watts suggested that the board work on adopting a guideline. It has been reported that some berms have been created along a property line on Colt trail that possibly encroaches on SPOA Common area. The discussion raised the issue of how to treat “earthen non-structurals” in an easement. The board agreed that as long as members can “traverse” the easement, drainage is not obstructed, and does not run into a structure like a fence or shed, it is still an open easement.

- **MOTION:** John DiNicholas moved that since it is unclear whether the berm developed by Jeff Erickson is an actual structure requiring Board/ACC approval, that as long as the berm doesn’t impede access, the berm is approved. Kate Rachwitz seconded the motion.
- **MOTION:** Tom Watts made a motion to call to question which was seconded by Tony Borean. With no further discussion, the motion carried without dissent.
- **MOTION:** John DiNicholas moved to allocate funds for SPOA to pay for a survey to confirm the property lines. There was no second and the motion failed.
- **MOTION:** Tony Borean moved to have Bryan Ayer work with Jeff Erickson to establish corners at his cost. If the berm is on SPOA property, Mr. Erickson will be required to move it. Tom Watts seconded and the motion carried. John DiNicholas was opposed.
- *NOTE: An ACC policy needs to be created that defines what constitutes a structure and list those items that are not considered a structure.*

Accounts Receivable: As of June 30, 2019, there were 425 lots that owed a total of \$65,655. As of August 14, 2019, 340 lots owed a total of \$51,346, compared to August 14, 2018 when 369 lots owed \$44,807. There are 31 Lots that owe more than \$300, 75 lots owe between \$200 and 91 Lots owe more than \$100. These amounts are highlighted as they reflect accounts which owe more than one year’s assessments. As of August 7, 2019, the current A/R is \$51,346 with 340 Lots still owing assessments.


Bryan reported that SAM is exploring new options for processing incoming checks and is considering a Mutual of Omaha lockbox option. He will update the board when he has more information.

**MOTION:** Tom Watts moved to accept the Management Report as presented which was seconded by Tony Borean. With no further discussion, the motion carried without dissent.

**TREASURER’S REPORT:**

The Manager presented the final 2018 Financials that included depreciation. These financial reports will be posted to the SPOA website in its final form.





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**Annual Review** – Bryan reported he, in coordination with the accounting department, has not been able to locate a CPA to do the annual review. The previous company that was performing the Review is no longer doing Associations. The current quoted cost for this service was \$4,500 and only \$3,000 has been budgeted. It was noted the bylaws require the annual review but also states the review does not have to be performed by a CPA.

**ACTION:** Management will contact other accounting firms in an attempt to stay within the \$3,000 budget. Altitude Law may be able to recommend someone.

The Associations financial reports Through June 30, 2019 were discussed. The financials were the same as those presented at the Annual meeting.

**Total assets** at the end of June 30 was \$737,871. Of this balance, \$519,681 with \$18,554 in the checking account, \$201,073 in the Money Market account and \$300,053 in CDARS investment accounts. There is also is \$150,069 of restricted road funds held for use in the Horseback Morningside and South Shore subdivisions.

**Operating income** from annual assessments for the period January through June was \$53,403 with other income (i.e. fines, late fees, finance charges, etc.) of \$5,394 for a total income of \$58,798.

**Operating expenses** for the same period totaled \$51,124. These expenses include management fees, professional services including accounting and legal, insurance, maintenance costs, including the groom of the Nordic trail and the maintenance of the Coyote Run Playground, as well as meetings and postage.

Through June 2019, the Associations operating surplus (income minus expenses) is \$7,674.


**Project/Reserve Income** through June from annual assessments and interest was \$82,699. YTD project/reserve spending was \$48,348, which includes \$12,900 in wildfire mitigation, \$18,199 in road maintenance, \$4,296 in legal covenant enforcement issues, \$11,572 in governing document cost related to the proposed Covenant amendments and \$1,381 in common area/parks.

Through June 2019, the association's YTD project/reserve surplus (income minus expenses) is \$34,351.

**Restricted Funds income** reflects \$3,352 in interest income earned on funds held. There was no spending of these funds through June.

**CDARS Investment Proposal for Reserve & Restricted Funds:** Bryan reported that the CDAR interest rate has been declining; however, the rate is still better than the typical certificates of deposit (CDs). Vanessa will receive the rate scheduled two weeks before maturity and the board can determine how to proceed at that time.

**Financial Administrative Matters:** Bryan Ayer presented a list of owners more than 3 years in arrears.



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**MOTION:** Tom Watts made a motion that the owners as recommended, all being delinquent more than three years in payments of their assessments be referred to the Association's attorney for the issuance of final collection demand letters with notice of 30 days to pay as well as recordation of liens (if not currently recorded with Routt County) prior to Board's consideration of lien foreclosure. Kate Rachwitz seconded. There was no more discussion. The motion passed without dissent.

**OLD BUSINESS:**

**Covenant Amendment Update:** The petition to approve the proposed amendments was granted on August 16, 2019. Kayleen presented a draft of the letter that will be sent to the membership, reporting the proposed amendments have been approved. Discussion included the number of trailers allowed in accordance with the approved covenant amendments and the possible registration of these vehicles as well as when enforcement would be started.

**ACTION:** The document needs to be signed by Kayleen; Bryan will then FedEx the document to Kate to notarize. He will begin tracking amendment violations with a spreadsheet, date of violations and include photos from compliance inspections.

**ACTION:** The letter to the membership will be finalized and sent by September 1, 2019. The covenant enforcement process will be included, noting enforcement will begin on October 31, 2019. Resource information for trailer storage, etc. will also be included.

**Wildfire Mitigation:** SPOA will be pursuing the mitigation of dead trees on private lots in a phased approach with Sky Hitch III being the primary focus for 2019-2020 based upon the identification of this area though research done by NRSRG and the SPOA management. For those within Sky Hitch III, you will be receiving an additional letter shortly that will identify next the next steps in the fire mitigation process.

A separate letter will be sent to the Sky Hitch III community with information for who they can contact with questions or need information and help with remediation. They will need to inform the Manager how they plan to mitigate the property, and they have one year after the first letter is sent to clear all dead trees. If the trees are not removed, SPOA may have the trees removed with the cost to be billed the owner(s).

**MOTION:** Kate Rachwitz moved to approve sending a general communication to all members stating the SPOA Board's plan to have the dead trees removed from all areas in phases. The Sky Hitch owners will be told they are receiving the communication as recommended by the board's consultant who has identified their locations as high risk. The motion was seconded by Tom Watts and with no further discussion, the motion carried without dissent.

**Adjustment to Agenda:**

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Management Contract Discussion: The Board has developed a new RFP for the management of SPOA. This has been sent out to several possible firms. As Steamboat Association Management is one of the companies bidding to retain SPOA, Bryan Ayer left the room for this discussion.

Bryan returned to the meeting following discussion.

2019 Road Maintenance Projects:

At the July 20, 2019 Board meeting the Board authorized up to \$25,000 of Project/Reserve Funds for several road projects involving drainage and grading issues. Currently waiting for Halder from Rock Creek Logging to do the work.

The Manager next presented three requests for reimbursement of funds to owners that have performed road work on roads leading to their lots. These requests are from owners whom have provided access improvement to several lots besides their own. When considering reimbursement requests, the Board outlines which costs would be considered general maintenance that help improve seasonal access and drainage issues.


- **MOTION:** Tom Watts moved to approve the request for reimbursement from Dave Miller for \$5,768.25 from the project reserve fund. The motion was seconded by Scott Okerstrom, and with no further discussion, the motion carried without dissent.
- **MOTION:** Tom Watts moved to approve the request for reimbursement from Joe Dickenson for \$6,651 from the project reserve fund. The motion was seconded by Scott Okerstrom, and with no further discussion, the motion carried without dissent.
- **MOTION:** Tom Watts moved to approve the request for reimbursement from Todd Stewart for \$150 from the Project/Reserve fund. The motion was seconded by Tony Borean. After further discussion, the proposed amount was increased to \$800 due to the addition of the “alternative” (non-culvert) drainage items. The motion carried without dissent.

Proposed ACC Guidelines:

At the May 18, 2019 Board meeting, the Board approved four new ACC guidelines regarding such items as colors, materials, the approval and disapproval process and the ACC voting procedure. These proposed policies were published in the newsletter as well as added to the website [www.stagecoach.com](http://www.stagecoach.com). After at least 30 days, the board takes into consideration any feedback that they may have received before officially adopting any policy, rule or procedure.

ACC Guideline 2019-3 was discussed regarding how the board handles informal applications and sets up an appeal process. After discussion, the board agreed to strike all of Section 1.

- **MOTION:** John DiNicholas moved to approve ACC Guideline 2019-3 with Section 1 stricken from the policy. Tom Watts seconded the motion, and with no further discussion, the motion carried without dissent.



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ACC Guideline 2019-4 regarding the decision making/voting process of the ACC.

- **MOTION:** Kate Rachwitz moved to approve ACC Guideline 2019-4 with the removal of Section 7 from the policy. Tom Watts seconded the motion, and with no further discussion, the motion carried without dissent.

ACC Guideline 2019-1 and 2019-2 were discussed. Frank Murphy stated his opinion that these guidelines are too restrictive. Jeff Rachwitz suggested that both Guidelines 2019-1 and 2019-2 be stricken completely and presented to the membership for public comment with the hope of establishing a committee.

The Board agreed to several changes to both policies. For Guideline 2019-1 the language was changed throughout the document to remove the disallowed language in favor of disfavored and preferred colors as related to roofs, siding, trim and other highlights of the house. For Guideline 2019-2, relating to harmony of external design and location, most of the language was also changed from prohibited items in favor of language as disfavored or preferred. Item 2019-2(2) Roofs was stricken from the policy.

- **MOTION:** Tom Watts moved to adopt ACC Guideline 2019-1 as amended which was seconded by Kate Rachwitz. The motion was withdrawn.
- **MOTION:** Tony Borean moved to amend ACC Guideline 2019-1 as discussed and resend the revised document to the board for review and republish the revised document in the newsletter. Tom Watts seconded the motion, and with no further discussion, the motion carried without dissent.
- **MOTION:** Tony Borean moved to amend ACC Guideline 2019-2 as discussed and resend the revised document to the board for review and republish the revised document in the newsletter. Tom Watts seconded the motion, and with no further discussion, the motion carried without dissent.

#### **NEW BUSINESS:**

New Board Member Assignments by Term – Rules Committee


The Rules Committee will be comprised of Scott Okerstrom, Tom Watts and Matt Kauffman.

- **MOTION:** Tom Watts moved to select Scott Okerstrom as the Rules Committee Chairperson and the motion was seconded by Kate Rachwitz. With no further discussion, the motion carried without dissent.

The Roads Committee will be comprised of John Troka and John DiNicholas.

- **MOTION:** Tom Watts moved to appoint John DiNicholas and John Troka for the Road Committee for suggestion on the next road projects and reimbursement. Kate Rachwitz seconded. The motion carried with John DiNicholas opposed.





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Alternate ACC Committee members are Rob Walter, Kate Rachwitz and Kayleen Cohen.

Financial Committee – There was a suggestion to select a treasurer from the membership with a financial background. Officers for this committee do not have to be on the Board of Directors, and the board will continue to seek someone qualified to do the bookkeeping.

Use of Restriction Funds – The board discussion using the Morningside/South Shore and Horseback Restricted Road Funds to spray magnesium chloride on the dirt roads, noting this could improve the longevity of the road and reduce maintenance costs. Also discussed the possibility of laying down chip/seal.

**ACTION:** Management will ask Routt County what would help the most with maintaining the roads and the possibility of splitting the cost of a mag-chloride application and report to the board.

*(Kate Rachwitz left the meeting at 3:00 pm)*

3<sup>rd</sup> Quarter Newsletter: Kayleen asked the Board members to submit any ideas or new articles for the 3<sup>rd</sup> quarter newsletter to Bryan by the 9<sup>th</sup> of September.

SPOA Directors Handbook – Tom Watts is going to draft a table of contents before the next board meeting for board review.

**EXECUTIVE SESSION:**

**MOTION:** Kayleen Cohen made a motion to go into Executive Session pursuant to CRS 38-33.3-308(4)(f). Tony Borean seconded the motion. The motion was approved without dissent.

The Board entered executive session at 3:20 p.m. and adjourned from executive session at 3:27 p.m. There was no motion made from Executive Session.

**The Board meeting was adjourned at 3:28 p.m.**