

**RESOLUTION OF  
STAGECOACH PROPERTY OWNERS' ASSOCIATION, INC.**

**SUBJECT:** Road Committee Charter

**PURPOSE:** Adoption of a Road Committee Charter

**AUTHORITY:** The Declaration, Articles of Incorporation and Bylaws of the Association and Colorado law.

**EFFECTIVE  
DATE:** MAY 30, 2015

**RESOLUTION:**

WHEREAS, the Bylaws of the Association (Article IX) authorize the Board of Directors to establish such committees as necessary; and

WHEREAS, the Board of Directors has determined that the best interest of the membership would be served by the establishment of charters for all Committees for the purpose of providing direction and functioning roles to volunteers; and

WHEREAS, the Committees shall perform their duties in accordance with the governing documents of the Association including the Declaration, Articles of Incorporation and Bylaws of the Association and Colorado law

NOW, THEREFORE, LET IT BE RESOLVED, by the Board of Directors that the following Committee Charter dated May 30, 2015, is adopted:

**Road Committee Charter**

**PRESIDENT'S**

**CERTIFICATION:** The undersigned, being the President of Stagecoach Property Owners' Association, a Colorado nonprofit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on **MAY 30, 2015** and in witness thereof, the undersigned has subscribed his/her name.

**STAGECOACH PROPERTY OWNERS'  
ASSOCIATION,**  
a Colorado nonprofit corporation

By: *John R. Troka Jr.*  
President

# **ROAD COMMITTEE CHARTER**

## **I. PURPOSE**

The Roads Committee shall be an Advisory Committee of the SPOA Board of Directors. Its primary purpose shall be to advise, assist and recommend to the Board in matters relating to the planning, construction, reconstruction, and maintenance of existing and roads and roadway infrastructure. The recommendations of the Road Committee shall be based on their collective judgment as they balance the needs of the community with available financial resources.

For the purpose of this charter, roads and roadway infrastructure shall mean and refer to the roads, including culverts, drainage facilities, barricades, or any other facility, structure or condition incidental or appurtenant to the existence of a road. Included are all roads that traverses the public ways as shown on the most current plats of the subdivisions/developments whose property owners are members of the Association. These include all road segments within the plated public ways that may be defined by Routt County, Oak Creek Fire Protection District and/or the Morrison Creek Water and Sanitation District as a common road, county public road, local public road, right-of-way access point, driveway, driveway access point, fire apparatus access road, and/or system roadway.

## **II. MEMBERSHIP AND STRUCTURE**

- A. The Roads Committee shall consist of a minimum of three members and a maximum of five members in good standing appointed by the Board unless the Board chooses to appoint an outside person with roadway construction/maintenance expertise.
- B. The Board shall appoint a liaison to the Committee.
- C. The Community Manager and/or his/her designee shall serve as management liaison to the Committee.
- D. Committee members serve at the pleasure of the Board, and therefore the Board may remove any member of the committee without cause, by a majority vote of a quorum of the Board.
- E. No committee member will be reimbursed for their services or expenses unless specifically authorized by the Board of Directors.
- F. The Committee shall meet as needed to ensure prompt handling of all issues and responsibilities, but at a minimum, annually. A report of all regular meetings and on-going issues will be provided to the Board of Directors at each quarterly Board meeting.

### **III. AUTHORITY & RESPONSIBILITY TO ASSOCIATION**

- A. Provide reports directly to the Board of Directors.
- B. The committee has no authority for expenditure of association funds or to enter into any financial, contractual, or legal agreements or obligations on behalf of the Board of Directors or the Association as a whole.
- C. Committee members are representatives of the Board of Directors in performing their duties of this committee; and in that role committee members shall not discredit the Board nor the Association.
- D. Committee members accept the responsibilities of the committee with a commitment to work as a team to fulfill the duties and responsibilities of the committee and in direct support of the Board of Directors.
- E. Committee members shall refrain from participating in any action or recommendation by the committee that may result in a direct financial benefit to themselves at the expense of the Association, and shall disclose to all committee members when such potential conflict of interest is encountered.
- F. Committee members shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of the association, and with such care as an ordinarily prudent person in a similar position under similar circumstances would use.

### **IV. DUTIES**

- A. The Committee shall advise the Board in carrying out its responsibilities regarding all matters pertaining to the roads and roadway infrastructure of SPOA.
- B. The Committee shall assess by periodic inspection all SPOA roads and roadway infrastructure for maintenance and make recommendations to the Board for corrective action. The Committee shall inform the Community Manager or his/her designee of deficiencies in conditions or operations relating to roads and roadway infrastructure for the purpose of record-keeping and member communication.
- C. The Committee shall conduct studies and projects related to SPOA roads and road infrastructure that may be requested by the Board. Upon completion submit a report together with recommendations to the Board.
- D. The Committee may advise on rules and regulations from federal, state, county and local regulatory agencies that may impact SPOA.
- E. At the direction of the Board, the Committee may work closely with county and local agency officials in assessing and communicating the Associations road and roadway infrastructure needs to. All communication with county or agency officials as a spokesperson of the Association and/or purporting to represent an official position of the Association must be pre-approved by the community manager and the Board president or his/her designee.
- F. The Committee may advise on issues relating to grant assistance for various related projects.
- G. The Committee shall develop (or review) and make available to all property owners road construction/maintenance policies, procedures and rules after

review by the community manager and approval by the Board of Directors. These guidelines shall be reviewed by the Committee annually. Updates, additions and deletions shall be provided to the Board of Directors for consideration and a decision.

- H. The Committee shall inform property owners that they must notify the committee in advance of all road construction/maintenance activities they intend to undertake within the platted public ways.
- I. The Committee shall make periodic as well as final inspections of work in progress to insure its timely completion and conformity with approved Association rules.
- J. The Committee shall receive comments or complaints from homeowners (through the Community Manager) involving matters within its jurisdiction and shall handle them according to the Association's governing documents.
- K. The Committee shall provide input to the annual budget process as necessary for the function of the Committee as requested by the Board
- L. The Committee shall provide to the Community Manager and Board, as appropriate, estimated operating and capital expenditure requirements to adequately provide for the planning, construction, reconstruction, and maintenance of existing and proposed roads and road infrastructure.
- M. The Committee shall provide regular updates to the Newsletter Committee/Editor as requested by the Board.
- N. The Committee shall assume other duties and responsibilities as may be assigned from time to time by the Board of Directors.

**V. Committee Term**

Ad hoc at the pleasure of the Board, and therefore the Board may disband the committee without cause, by a majority vote of a quorum of the Board.