

STAGECOACH PROPERTY OWNER'S ASSOCIATION

Board of Directors Meeting

August 17, 2026

Stagecoach State Park Visitor Center Conference

Room Meeting Minutes

The Board of Directors meeting was called to order by Past HOA President, Eli Nykamp at 5:01 PM.

1. Roll Call

The board members in attendance included Morgan Yost, Jaclyn Bennett, Noah Eckert, Mike Slater, Todd Stewart, and Tom Watts.

With these board members attending, a quorum was present, and business could be conducted.

General Manager, Kasey O'Halloran, and **Project and Compliance Manager**, Adrian Pougiales, were present.

2. Election of Officers – Eli Nykamp introduced the roles that need to be filled with the new board members. Eli asked for nominations for the president, vice president, secretary, and treasurer. Because Morgan is the leader of the Trails committee, a new Board member will need to be appointed as the chairman.

Motion #1: A motion was made to nominate Morgan Yost as President. The motion was seconded. Morgan stated she feels capable and able as a third year Board member. The motion passed with a 4-2 vote.

Motion #2: A motion was made to nominate Mike Slater as Vice President. The motion was seconded and the motion passed unanimously.

Motion #3: A motion was made to nominate Tom Watts as Treasurer. The motion was seconded and the motion passed unanimously.

Motion #4: A motion was made to nominate Jaclyn Bennett as Secretary. The motion was seconded and the motion passed unanimously.

Motion #5: A motion to was made nominate Todd Stewart as the Chairman of the Trail's committee. The motion was seconded and passed unanimously.

3. Approval of Minutes

The Board meeting minutes dated May 6, 2026, were reviewed.

Motion #6: There was a motion to approve May 6, 2026, minutes as presented which was seconded. Todd Stewart raised concern that the original motion language did not clearly reflect that SPOA had committed a specific dollar amount for the Haywagon project, so the portion relating to the Haywagon discussion was excluded from ratification pending later discussion. **Motion passed.**

4. Ratification of Email Motion

Motion #7: Email motion to authorize Tom Watts to sign the agreement with YVEA, on behalf of SPOA, and deliver to YVEA the signed agreement and, upon execution of the agreement by YVEA, to deliver to YVEA the sum of \$308,357.53, pursuant to the terms of the agreement. The motion was seconded and passed unanimously.

Motion #8: Email motion to approve the expenditure of \$30,000 from the line item "Road Construction and Repair" in the budget, with the specific payments to be authorized by Adrian, in his discretion, for repairs identified and authorized by Mike, primarily for Shay Way and Halter Trail, but including such additional roadways as Adrian and Mike shall agree upon. The

motion was seconded and passed unanimously.

Motion #9: Email motion to approve entering into a contract with the OCFPD to cut and haul dead timber from the two wooded common areas at Sky Hitch IV shown on the attached map at a cost to SPOA not to exceed \$15,000, with the funds drawn from the budget line for forest fire fuel mitigation. The motion was seconded and passed unanimously.

5. **Treasurer's Report** – Tom Watts presented the financials. Current assets total roughly \$1 million across multiple accounts at multiple banks. There is \$155,661 still owed by 33 lot owners in South Shore for the electrification assessment (\$4,700/lot). All expenses were reviewed through June showing a total of \$13,000 remaining in the infrastructure by others budget line item.
6. **General Manager Report** – Kasey O'Halloran presented her Manager's Report, which is enclosed.
7. **Project and Compliance Manager Report** – Adrian Pougiales presented his Manager's Report, which is enclosed. Mike Slater would like Adrian to work with the Road's Committee on what he would like to spend the \$15,000 additional funds on before authorizing it. The Board will vote on this via email.

Motion #10: A motion was made to spend \$201.26 from the unallocated fund line item to pay for road signs for Colt, Filly, Surrey, and Gallop trails. The motion was seconded. Todd would like a sign added for the Haywagon trail as well. The motion was amended to NTE \$400, and the amendment was seconded. Motion passed unanimously.

Motion #11: A motion was made to authorize Adrian to hire Help on the Way Tree Service or such other contractor for the purpose of clearing dead and downed wood on the Hoch Eye/Cutter trail for NTE of \$3400 from the forest fuel reduction program line item. The motion was seconded and passed unanimously.

Motion #12: A motion was made to authorize Adrian to spend NTE \$3500 to employee K&G Land Services or such other contractor to cleanup/masticate trail easements access points along newly constructed trail in Sky Hitch with the money to be allocated to the Forest Fuel Mitigation budget line item. The motion was seconded and passed unanimously.

8. **Prejean Lot Consolidation** – The Board had the opportunity to review the submitted documents before the meeting for this Lot Consolidation.

Motion #13: A motion was made that the Board approve the request for consolidation and authorize Morgan as president to sign the agreement on behalf of SPOA and direct that Kasey record the agreement at the recorder's office. The motion was seconded and passed unanimously.

9. **ACC Appeal** – None.
10. **Member Comment** – A member asked about getting a schedule for when weeds are going to be sprayed so dogs and families can avoid those areas. Kasey will work on that for next year's spraying. A member asked if there was a Board plan to get electricity to the rest of the South Shore area. Morgan shared details about the special assessment process and how it will have to be owner initiated.
11. **New Business**
 - A. **Board Vacancy Appointments** - The Board has two vacancies that need to be filled. The Board will advertise the open positions and if there is interest expressed, the Board will consider the appointments at the next meeting.
 - B. **Employee Computer Purchases** – Morgan discussed that the employees' email and storage should get moved to a Google Admin account. She also discussed the computers and printers that employees need as they use their personal items now. She is suggesting that Adrian gets a computer this year and Kasey next year, so we do not

break budget.

Motion #14: A motion was made to authorize Adrian to spend NTE \$2,500 on the purchase of a computer and a printer with the three-year protection plans that are offered in order to conduct SPOA business and to be owned by SPOA. The motion was seconded and passed unanimously.

Motion #15: A motion was made to authorize \$112 from the office supplies budget to purchase two seats of the standard Google workspace license for the remainder of 2026. The motion was seconded. Jaclyn asked if the Board would have access to the google workspace; the employees can grant that access as requested. The motion passed unanimously.

- C. Accounting Fiscal Planning** – Todd proposed a three-year financial projection to understand spending trends (especially roads and trails) before reserves are depleted and raised wetland-permit and liability concerns for remote trails. His original data-gathering motion was challenged as too vague and withdrawn; the board agreed he would gather information from members individually and present a preliminary analysis in November, mindful of Colorado open-meetings transparency rules.

12. Old Business

- A. Lease with OCFPD for the land which the fire station sits on** – The lease that has been proposed needs to be worked over, but Tom Watts cannot get to it yet this summer. At the January meeting this topic will be revisited.
- B. Nordic Trails/Slash Pile Shed** – The board pushed the Nordic trails equipment storage / slash pile shed decision to January, with open questions on the slash pile, trailhead, additional equipment, and shed size.
- C. Haywagon Road Construction** – Todd updated the board on what his proposal is

Motion #16: A motion was made in regards to the Haywagon Road Construction project that SPOA will contribute \$17165, SPOA will be the contracting party, SPOA will obtain the permits, there will be no contract on Haywagon Road construction until there is a contract on Shay Way Road Construction and there will be no contract on the Haywagon Road Construction until all of the Haywagon owners have paid in full. The motion allocated \$5000 from unallocated funds to the infrastructure by others fund. Additionally, the motion included that Jaclyn and Morgan are authorized to approve the final contract on the Haywagon Road construction. The motion was seconded and passed unanimously.

- D. Approval of Amendments to Sections 1, 2, and 4 of Policy 2025-3** - The Board published the proposed amendments to Policy 2025-3 Sections 1, 2, and 4 in May 2026.

Motion #17: A motion was made to approve the proposed amends to Policy 2025-3 Sections 1, 2, and 4. The motion was seconded. The Board discussed that this amendment regarding ancillary-building restrictions is to buildings constructed *after* a residence. The motion passed.

- E. Policy 2026-1 Approval** – The Board published the proposed Policy 2026-1 in May 2026.

Motion #18: A motion was made to approve the Policy 2026-1. The motion was seconded and passed unanimously.

- F. Dark Night Sky Initiative** – Tracy Zuschlag presented a dark sky proposal for lighting guidelines to preserve dark skies, protect wildlife, and reduce light pollution, noting Stagecoach Mountain Ranch is doing similar and that Routt County's new Unified Development Code (UDC) includes dark sky requirements effective January 2026 (retroactive compliance by 2027). The board supported the goal but preferred not to take on an enforcement role duplicating the county — while acknowledging weak county enforcement — and decided SPOA should require lighting plans submitted

with construction applications to comply with the UDC dark sky standards, making it an explicit SPOA building requirement rather than a redundant one. Tracy will send additional information from the Dark Sky Colorado chair to Kasey (copying the board), and a draft policy will be presented at the next meeting.

G. Committee Updates - none

H. Adjournment at 8:29 pm

General Manager Report – August 17, 2026

Curbside Chipping – Second round of chipping will open up in September for chipping on the week of September 28th. This was postponed a few weeks due to the OCFPD backlog due to the Green Ridge fire.

Invoices and interest – Tom and I have spent a considerable amount of time preparing VMS to allow for monthly interest to be charged to accounts that have not paid by 7/15/26. I have assessed those interest payments and sent out invoices via email to everyone and via USPS to anyone with a past due balance greater than \$500. I will continue this process on the 15th of every month.

Email Hosting – As Adrian was onboarded he went through a tough transition with the emails. I experienced a similar issue a few years back as I came on board. The email is currently being hosted by Creative Bearings through our website. It seems to me quite archaic and has issues integrating with our Gmail inboxes. Adrian and I have both discussed how we would like to utilize Google Admin. This would allow both of our email addresses to be a Google Inbox that would be stored to our company owned Drive. This drive would be where we can host all of the files we work on and share. This would eliminate the time lag that the current email has (will only show new messages every 30 minutes) and eliminate the need for a physical external hard drive. The cost of this would be \$168 per year.

Q3 Newsletter- The 3rd Quarter newsletter will be going out in the coming week as Tom had suggested we wait until after this meeting to share more information with the members.

Weed Spraying – Big Sage has completed their spraying for the summer, although we have not yet been billed for the work. There were quite a few spots missed on the initial spray and Ryan Geiling went back out to spray all the remaining thistle that was missed.

Andrew Dean with Routt County Weed Enforcement has let me know about the coming changes: *Musk thistle was recently approved by the Routt County Noxious Weed Advisory Board to have its management status upgraded from containment to eradication. If that recommendation is adopted by the Board of County Commissioners, I will reach out to you with an email that can be shared with your association member regards the changed management expectations. Eradication as defined by the Colorado Noxious Weed Act means “reducing a weed's reproductive success to zero, permanently eliminating the species within a set time, and continuing intensive treatment until the existing seed bank is fully exhausted”. If Musk thistle becomes an eradication species it will significantly elevate our enforcement response in areas such as South Shore. Whilst Musk thistle is more*

prolific on privately owned parcels, I have observed Musk thistle going to seed on several SPOA managed parcels this season. If Musk thistle is elevated to an eradication species this can not occur. The SPOA noxious weed control budget allocated to common spaces in 2026 (\$2000) would not be sufficient to meet the eradication requirement, I would recommend an allocation of at least \$5000 in 2027 to ensure ongoing compliance with the County Weed Ordinance and Colorado Noxious Weed Act.

This is just an FYI for the Board for now.

Dead Wood Removal Program – The program has been offered via email/mail to 241 lots in Sky Hitch IV, South Station I and South Station II. At this time, we have had 37 lots sign up for the program.

Current Special Assessments– The special assessment voting is still ongoing for the Shay Way Road. The current tally is 92 yes votes, 19 no votes and 27 non-responsive votes. The update is located on our website and is updated daily as the votes come in the mail. This will continue on until 93 yes votes or 46 no votes have been received or the time lapses on September 19, 2026.

The Electric Line in South Shore assessment has been sent to all owners. As of today, there are ~~18~~ lots who have paid and ~~41~~ lots still open. The due date for these funds is September 6th and after that I will begin assessing the 8% per annum rate and emailing/mailing out statements monthly.

26 and
33 lots

PROJECT & COMPLIANCE MANAGER REPORT

August 2026 — Condensed Board Report

Proposed action items are highlighted below and summarized in section 7

1. Architectural Control Committee

A total of 20 ACC applications were received: 12 approved, 5 under ACC review, and 3 in PCM intake/initial review.

Application	Received	Approved	ACC Review	PCM Intake
Roof Repair/Replacement	2	2	—	—
Siding Alteration	1	1	—	—
Ancillary Buildings	4	1	2	1
Deck	1	1	—	—
Fence	1	1	—	—
New Residences	11	6	3	2
TOTAL	20	12	5	3

New residential construction continues to represent the largest portion of ACC activity, with 11 applications received, including 6 approved, 3 under ACC review, and 2 in PCM intake/initial review.

Ancillary building applications account for an additional 4 applications, with 1 approved, 2 under ACC review, and 1 in PCM intake following receipt of updated application materials.

County Ignition-Resistant Building Standards

A handful of applicants and lot owners have contacted the Association with questions regarding the County's new ignition-resistant building requirements. These inquiries have been discussed individually with applicants, including how the Association's favored exterior materials under SPOA Policy 2019-2 relate to the new County requirements.

The favored materials identified under SPOA Policy 2019-2 remain compatible with the new ignition-resistant building requirements. Applicants have also been advised that compliance with the County's ignition-resistant standards does not alter SPOA's architectural design requirements. Under the Association's current architectural standards, metal siding remains limited to a maximum of 50% of the proposed exterior siding.

The PCM will continue to work with applicants to clarify the distinction between County building requirements and SPOA architectural requirements as applications are submitted and reviewed.

2. Road Maintenance

\$30,000 was budgeted for Summer 2026 road accessibility and repairs. Total Budgeted funds were expended. Completed work includes:

- Stirrup Way — stabilized and improved from the Slash Pile to Whiffle Tree.
- Halter Trail — spot repairs, with emphasis on the degraded Whiffle Tree entrance.
- Shay Way — spot repairs and stabilization supporting fire and new trail access.
- Whiffle Tree — erosion repair and minor roadside drainage improvements.

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These improvements support owner access, emergency/wildfire access, fire mitigation operations, and access to the developing SPOA trail system.

The PCM is coordinating with Routt County Road and Bridge regarding proposed culverts at Seneca Trail/RCR 16 and Ute Trail/Cheyenne Trail. If County installation is unavailable, SPOA-funded installation may be considered.

Proposed: an additional \$15,000 from the Roads Budget for Hoch Eye Way and Whiffle Tree spot repairs, with remaining funds used on Halter Trail toward the emergency turnaround/potential trailhead. Four road signs for Colt, Filly, Surrey, and Gallop Trails are proposed at \$201.26.

3. Trails

The PCM continues assisting the Trails Committee with material delivery, stockpiling, and access for Summer 2026 trail construction and maintenance, primarily at the Hoch Eye/Cutter open-space trail and existing South Shore trails. A turnaround was constructed on Halter Trail for emergency access, potential material staging, and possible future use as a trailhead.

Hoch Eye / Cutter Trail

Prior to final surfacing, additional fuel reduction and cleanup are recommended:

- Help on The Way Tree Service — up to five days of trail-corridor mitigation at a proposed negotiated rate of \$680/day, not to exceed \$3,400.
- K & G Land Services — mastication and cleanup of two trail-easement access points, not to exceed \$3,000 total.
- Proposed funding: \$4,900 from Fire Mitigation and \$1,500 from Trails; total proposed authorization \$6,400.

4. Compliance

Owners are reminded that SPOA application and approval are required before lot consolidation or submission of a consolidation to the Routt County Planning Department.

There is currently one active compliance matter involving a Lot in the Overland Subdivision. Initial review indicates potential conflicts with two provisions of Article V of the SPOA Covenants. No Notice of Violation has been issued; the PCM is awaiting Rules Committee input before determining next action.

5. Fire Mitigation

The Oak Creek Fire Protection District continues work in high-priority areas where owners enrolled in the 2026 Dead Wood Removal Program. Due to wildfire activity and a busy summer, the PCM is awaiting a status report from the OCFPD Battalion Chief, including a list of completed lots.

An additional \$4,900 from the Fire Mitigation Budget is proposed for the Hoch Eye/Cutter trail fuel-reduction and mastication work described above.

6. Area Projects

Morrison Cove Picnic Table Pads

\$5,000 was allocated to assist Stagecoach State Park with five new picnic table pads at the Morrison Cove boat launch. Multiple contractor bids exceeded the existing allocation.

PCM recommendation is to consider the below options with a reduced project scope to install three picnic tables, assuming agreement with Stagecoach State Park.

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Board direction is requested between three options:

- Option 1 — Proceed in 2026 using the existing \$5,000 allocation, with PCM procurement of materials/equipment, site preparation, and a volunteer workday.
- Option 2 — Defer to Spring 2027, preserve the existing \$5,000 subject to budgeting requirements, and establish an additional 2027 allocation after updated contractor pricing.

7. Board Action Requested

1. **Road Maintenance:** Approve up to \$15,000 in additional Roads Budget funding for Hoch Eye Way, Whiffle Tree, and Halter Trail work.
2. **Road Signs:** Approve \$201.26 for Colt, Filly, Surrey, and Gallop Trail signs.
3. **Culverts:** Support continued County coordination; return any proposed SPOA-funded installation to the Board if necessary.
4. **Hoch Eye/Cutter Fuel Mitigation:** Approve up to \$3,400 from Fire Mitigation for Help on The Way, contingent on negotiating the proposed \$680/day rate.
5. **Trail Access Mastication:** Approve up to \$3,000 for K & G Land Services, with \$1,500 from Fire Mitigation and \$1,500 from Trails.
6. **Morrison Cove:** Choose between the 2026 volunteer-based project or deferral/rebudgeting for Spring 2027.

Respectfully submitted,

Adrian Pougiales
Project & Compliance Manager
Stagecoach Property Owners Association
August 2026