

STAGECOACH PROPERTY OWNER'S ASSOCIATION

Board of Directors Meeting

August 20, 2025

Stagecoach State Park Visitor Center Conference Room

Meeting Minutes

The Board of Directors meeting was called to order by HOA President, Eli Nykamp at 5:00 PM.

1. Roll Call

The board members in attendance included Morgan Yost, Jackie Bennett, Bryant Scrafford, Eli Nykamp, Ray Hendry, Mike Slater, Matt Wright, 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**, David Park, were present.

2. Approval of Minutes

The Board meeting minutes dated May 16, 2025, were reviewed.

Motion #1: There was a motion to approve May 16, 2025, minutes as presented which was seconded. With no further discussion, the motion passed unanimously.

3. **General Manager Report** – Kasey O'Halloran presented her Manager's Report, which is enclosed. Tom requested that weeds be sprayed twice during the summer, with the first application scheduled for late spring/early summer when musk thistle begins to flower. A second application should follow in late June or early August. He also emphasized the need for increased attention to B Segment and to C Segment heading back toward Shoshone. In addition, Tom noted that E Segment will require spraying next year and should be included in the budget planning.

4. **Project and Compliance Manager Report** – David Park updated the Board on his Manager's report that is enclosed. The Board had a discussion on the Nordic/Slash Pile Shed. Tom suggested that Bryant, Mike, and David work together to produce the best plan for the area and present their findings to the Board at the next meeting.

5. **Ambrozic ACC Appeal** – The board discussed a denied application for a duplex project that exceeded the 5,000 square foot livable space limit, with Paul explaining the property's challenges and Brian presenting design considerations. The board confirmed that their policy strictly limits livable space to 5,000 square feet for both single-family homes and duplexes, with no exceptions for basements or garages, and explained that changing this policy would require a 4–6-month process.

Motion #2: There was a motion to deny the Ambrozic ACC appeal. The motion was seconded and passed unanimously.

6. **Member Comment** – Ted Scambos asked about a complaint on his observatory structure. Eli explained that the Rules Committee will manage this and get back to him.

7. New Business

- A. **Neighborhood Improvement Grant Request – Red Hawk Village Playground** – The Red Hawk Village HOA has saved \$17,000 over three years for a playground replacement, but the estimated cost is \$40,000–

50,000. The board agreed to provide a \$10,000 matching grant to help cover the deposit, with the remaining \$15,000 to be requested in the next budget cycle. The HOA plans to demolish the current unsafe playground and install a new one by 2026, with the grant funds to be used as a deposit before year-end.

Motion #3: There was a motion to commit the \$10,000 in the Subdivision Grant Program line item on a matching basis to pay the down payment to the vendor selected by RHV HOA to replace their playground equipment. The motion was seconded and passed unanimously.

B. Officer Elections- The board appointed new officers for the upcoming year, with Eli as President, Mike as Vice President, Ray as Secretary, and Tom as Treasurer. They discussed the need for board members to head committees due to liability concerns, and appointed Bryant to the Roads Committee, Morgan to the Trails Committee, and Morgan to the Development Committee. The board decided to disband the Fire Mitigation Committee but agreed to continue discussing fire mitigation tactics as a standing agenda item.

C. Wildfire Mitigation Proposal – Lynx Property Maintenance on Common Area – David discussed that the Fire District will go on to SPOA common areas and leave the dead wood in manageable sizes. The Fire District will also be going on to individual private lots and doing the same within the Deadwood Grant program agreement. Lynx Property Maintenance has offered to process the downed wood free of charge if they are granted some close space to do the work. David has proposed granting them a fenced area near the slash pile location.

Motion #4: There was a motion to approve entering an agreement with Lynx Property Maintenance to remove cut deadwood from common areas and the lots participating in the mitigation program under the supervision of the PC Manager and license them to use a fenced portion of the existing slash pile to transform eligible deadwood into firewood which they keep as part of their compensation. Payment for the rental fence will be made from an appropriate budget category. The motion was seconded. The motion passed 7-1.

D. Discussion and possible adoption of resolution finding that the Association has the right pursuant to Sections "h" and "p" of Article V of the Stagecoach Covenants to enter Lots identified by the PC Manager for purposes of removing, at the Owner's expense, standing and fallen dead trees – Tom explained that the Covenants include a section allowing the Board, with approval from six of nine members, to hire a company to clean up a lot deemed not properly maintained and then bill the owner. However, he noted this policy is outdated and unlikely to hold up in court today. Tom clarified that his proposed resolution does not authorize the Board to enter properties; rather, it simply establishes that certain lots are not being properly maintained. The resolution would then be sent to the identified lot owners.

He emphasized that this is a starting point—developing a process for notifying owners of their obligation to remove deadwood, while also offering an incentive program to help cover costs. Tom and Bryant also discussed sending a second round of emails to the next group of lot owners, with residential areas as the focus. They acknowledged that coordinating with the fire department may be challenging due to their busy schedule.

Motion #5: There was a motion to approve the resolution submitted with the amendment

removing the Cole Hill language in the title. The motion was seconded and passed unanimously.

- E. Assess lots at South Shore for the installation of an electric line** – The board discussed a proposal to extend electricity to fifty-nine lots in South Shore, with Yampa Valley Electric offering to install the line for \$308,357.40. The Board also decided to contribute up to \$30,000 towards the project cost. The board noted that if lot owners do not pay their assessment within 60 days, they will be charged 8% interest on the unpaid amount. Some concerns were raised about light pollution and the potential for future assessments, but the board agreed to move forward with the proposal as presented.

Motion #6: There was a motion to approve the resolution for a special assessment at \$5226.40 minus a proportionate share of a \$30,000 contributed from SPOA otherwise as written. The motion was seconded and passed unanimously.

- F. Discussion and possible adoption for publication of a policy re special assessments** – Tabled for next meeting.

8. Old Business

- A. Insurance Update** – The board discussed insurance challenges, noting they are without liability insurance since June 2023 and need both fidelity and director and officers' insurance, though they have been holding off on the latter as leverage. However, to be sure they are within state statutes, Kasey and Bryant were asked to secure Fidelity and D&O insurance immediately.
- B. Lease with OCFPD** – The Fire District attorney will have it to the SPOA Board before the next meeting for review and approval.
- C. Forest Fuel Fire Reduction Program Grant** – Covered within the PC Manager report and previous discussions.
- D. Stagecoach State Park Fund Allocation** – McKenna let Kasey know that the funds will be used to plant more mature cottonwood trees at the Morrison Cove dock/beach area.
- E. Pinto Way Special Assessment Update** – Kasey updated the Board that there have so far been two yes votes and two that have not yet responded.
- F. Committee Updates**
 - 1. Roads Committee** – The discussion focused on the ownership and maintenance of roads, with conflicting opinions between the county and SPOA. Bryant stated that the lawyer has confirmed SPOA owns the roads, while the County maintains that SPOA has public right-of-way easements but does not own the roads. The group discussed the possibility of filing a quiet title action to clarify ownership, with Tom suggesting this would be the best way to resolve the ambiguity. They also considered consulting with their attorney, David Firman, about this approach. The conversation ended with a consensus to seek clarification on ownership through legal means, as the current situation creates confusion about maintenance responsibilities.

The group also discussed maintenance issues. They explored options for using \$60,000 in unspent road maintenance funds before the October 31st deadline, with suggestions to focus on maintaining existing roads rather than waiting for grant approvals. The discussion concluded with a proposal to encourage David to work with the Roads

Committee to spend the \$60,000 on road construction and maintenance before the upcoming mud season.

Motion #7: A motion was made to have David to use the \$60000 in the Road Construction and Maintenance budget line item before the end of the year. The motion was seconded and passed unanimously.

2. **Trails Committee** – Morgan and Tom will start to schedule some volunteer workdays this fall.
 3. **Development Committee** – Morgan shared her survey results and will share with membership soon.
9. **Treasurer's Report** – tabled.
 10. **Adjournment** – 8:49 pm

General Manager Report – 8/20/2025

Kasey O'Halloran

Coyote Run Playground Maintenance – Ski Town Landscaping has been hired to maintain the mowing and sprinklers for the playground this year. However, it was brought to my attention that many volunteer trees were popping up in the area. I received Tom Watts (treasurer) and Eli Nykamp's (president) approval to bring this company in to handle those trees for \$75 per hour up to \$450. This was not part of the initial Common Area Vegetation Control budget category so it will be paid out of the unallocated operating expenses budget line item.

Summer Weed Mitigation – Since the last meeting, we have had Big Sage Ecological Solutions handle the weed spraying on the parcels that were under County enforcement. All of that was handled well and the crew at Rocky Mountain Youth Corp also contributed to success in this area. However, just today, we received notification that 3 new parcels are now under enforcement. The parcels are located at Cty Rd 16 and Snowbird, Cheyenne Trl and Cty Rd 16 and Navajo Trl and Shoshone Trl. I am actively working to get a bid on handling this action and will report to the Board as soon as that is received.

Website Update – Mr. Effinger has been slowly working to get the website updated. As of July 10th, he had completed what he deemed as Phase 1. He will continue within the budget we gave him (\$2000) to alter each page. I will continue to work at updating the website once his portion is completed.

Project and Compliance Manager Report

Report to the Board of Directors - August 20, 2025

Architectural Control Committee Activity

The Architectural Control Committee (ACC) continues to oversee a variety of property applications and ongoing construction projects. Here is a summary of the current status:

Category	Count
ACC Review	2 properties
Applications Pending	8 properties
Active Construction	15 sites
NYP Review	2 properties
PCM Review with Pending Documents	7 properties
RCBD Permit Applied, Not Issued	4 properties
Redesign Approval Requests	2 projects

A detailed log of each project, including type, current status, relevant dates, and notes, is maintained to ensure compliance and smooth progress.

Road Maintenance

Summer road maintenance for non-County maintained roads was slated for late May to mid-June, but delays arose from the grader operator's workload. Another contractor was ready to start, but Red Flag warnings halted work. It is anticipated that September's monsoon season will provide necessary moisture for successful maintenance.

Residents have reported poor conditions on some County-maintained roads. Contact details for the Routt County Road and Bridge Department have been shared, and residents have been encouraged to report issues directly and consistently.

Trails

Volunteers have added aggregate to South Shore trails, both existing and new. Preparations are underway for opening Nordic trails this winter, with trail marking planned for September. Expansion is possible, and those interested in assisting with marking or exploring new trail possibilities are invited to coordinate with the Project Manager. The need for directional arrows or navigation signage will also be evaluated.

Nordic Trail Grooming and Access Plowing

Currently, Nordic Trail grooming equipment is stored off-site at a vendor property for \$50 per month due to lack of a dedicated storage area. When returned for winter use, the equipment is exposed to weather and potential vandalism. This challenge is addressed in the Nordic Trail / Slash Pile Area Proposal.

Slash Pile

The 2025 Slash Pile opened on June 14, following wet conditions. Roadway base installation has improved access. An attendant, hired through a vendor at \$1,680 per month (when fully staffed), oversees the area, but staffing inconsistencies remain. There have been instances of unauthorized material drop-off during absences, though the attendant has prevented some misuse.

Due to demand, it may be necessary to close the current pile and start a new one south of the roadway around Monday, September 1. The closing date is undecided, but likely to be on or before November 1, as last year's first significant snowfall was October 30.

Nordic Trail / Slash Pile Area Proposal

Proposed improvements for SPOA and its members include:

- Enclosure for grooming equipment, protecting investments both summer and winter.
- Wi-Fi access for Nordic Trail and Slash Pile users to address lack of cell service.
- Shelter for the slash pile attendant during open hours.
- Infrastructure for a camera system to monitor and record slash pile operations.

The proposal includes:

- Purchase of a 10x20 Tuff Shed storage barn from Home Depot: low profile, 6' side walls, double doors, steel floor framing, wood siding, shingle roof — \$7,050 plus tax and delivery. Colors to be determined.
- Starlink Mini Roam Service: \$499 for the dish; \$50/month for basic winter service, \$165/month for unlimited bandwidth during slash pile operations. Six months basic (\$300), six months unlimited (\$990).
- 400W solar panel with 100AH lithium battery package for \$900 plus tax, compatible with Starlink's requirements.
- Five-camera Blink system for license plate and operational monitoring — \$300, with a one-year unlimited storage subscription at \$100.
- The purchase of the camera system and infrastructure could allow for the elimination of the attendant in 2026 and beyond eliminating \$10,080 per year in vendor labor expense.

Item	Cost
First Year Total	\$10,400
Subsequent Annual Total	\$2,700

Fire Protection District

The Wildland Firefighter housing project near Green Ridge Drive and Fallen Falcon has been halted by the District, despite prior Board approval. Site preparation was planned for May/June, with occupancy anticipated in October. The District is now working to sell and remove housing modules before snowfall. OCFPD has engaged legal counsel to draft a new ground lease agreement for the SPOA parcel housing the Stagecoach Station.

Forest Fuel Mitigation

Due to outstanding mitigation contracts and Wildland Firefighter deployments, OCFPD will not be available for SPOA mitigation work until August through October. However, the Interim Fire Chief is committed to providing a crew returning from California for SPOA assignments this month.

Project	Description	Budget Limit
Project A	Additional chipping for curbside service exceeding property quantity limits	Up to \$10,000
Project B	Removal of forest fuel from high-risk SPOA common areas	Not to exceed \$20,000
Project C	Consultant(s) to develop a WUI Plan for SPOA common areas above Cole Hill	Not to exceed \$5,000
Project D	Matching grants for property owners hiring OCFPD to remove dead wood	Not to exceed \$30,000
Project E	Contract for wood hauling to disposal sites (Rocky Mountain Youth Corps or similar)	Not to exceed \$10,000

Currently, 27 lots in Sky Hitch 1 & 2 and Horseback have been identified with significant standing or downed fuel loads. Owners have received letters offering up to 50% grant funding, with a maximum match of \$500 per lot. As additional interest and contracts are received, more lots will be identified and included in the program.