

STAGECOACH PROPERTY OWNER'S ASSOCIATION

Board of Directors Meeting

May 16, 2025

Stagecoach State Park Visitor Center Conference Room

Meeting Minutes **DRAFT**

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, Amber Stewart, Bryant Scrafford, Eli Nykamp, Ray Hendry, 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 March 31, 2025, were reviewed.

Motion #1: There was a motion to approve March 31, 2025, minutes as presented which was seconded. With no further discussion, the motion passed unanimously.

3. **General Manager Report** – Kasey O'Halloran updated the Board on her Manager's report that is enclosed. The Board authorized Kasey to approve the contract with Ski Town Landscaping to care for the Coyote Run Playground this summer. The Board also authorized Kasey to approve the contract with Big Sage Ecological to manage the spraying of the noxious weeds in the areas that are currently under enforcement with Routt County. The Board asked David Park to include in his per lot wildfire mitigation survey, an evaluation of the common areas for noxious weeds. His findings will be reported back to Kasey, and she will hire out to get those areas sprayed. Kasey was authorized to move forward with the website upgrades, utilizing the funds budgeted for the website for the fiscal year.

Motion #2: There was a motion to approve a NTE amount of \$5000 from the Unanticipated Operating Expenses account to be used on spraying noxious weeds in SPOA common areas that are identified by David Park. The motion was seconded and passed unanimously.

4. **Project and Compliance Manager Report** – David Park updated the Board on his Manager's report that is enclosed. ACC application process is growing substantially. The Board advised David to store the Nordic trail grooming equipment with the local vendor for a minimal rent that will come out of the winter trail maintenance budget category. David will hire a local weekend attendant for the Slash Pile to minimize non-compliance. David will work with Kasey on communicating the new slash pile operations once a contractor is brought on.

5. **Van Assche Appeal** – The Board discussed a fence modification request by the Van Assche's, who installed six rails instead of the original three without seeking approval, violating covenants. The ACC determined that the request to close off the fence with additional rails would not have been approved if submitted timely, as the recently adopted policy requires open fence designs unless compelling reasons are demonstrated. The board recommended rejecting the six-rail design and offered to retain only the newly constructed three-rail fence, noting that privacy concerns could be addressed through alternative methods like shrubbery or see through wire fencing. Sarah Van Assche presented their perspective, emphasizing the need for privacy due to neighborhood development and

a difficult neighbor situation, but the Board maintained its position on enforcing uniform covenant policies.

Motion #3: There was a motion to deny the Van Assche ACC appeal. The motion was seconded and passed unanimously.

6. **Member Comment – None**

7. **New Business**

- A. **Stagecoach State Park fund allocation suggestions for the 2025 summer season** – The suggestions from the State Park are as follows - shaded picnic area cover(s), additional trees to the existing mowed picnic area, horseshoe pits area, or parking lot dividers. The Board asked the park to decide what would be appropriate. Kasey will work with McKenna to coordinate this payment.

Motion #4: There was a motion made to use the \$5000 Stagecoach State Park Joint Projects fund to complete a summer project, at the discretion of the Park staff. The motion was seconded and passed unanimously.

b. Special Assessment Resolutions

- A. **Pinto Way (Watts)** – Tom Watts proposed his special assessment he is requesting for building a road at Pinto Way. Per the Covenants, the process is started by the passing of a Resolution. The Secretary then sends a ballot and an explanation letter to the Owners of the Lots identified in the Resolution, along with a copy of the Resolution and attachments. The Resolution was set up so that SPOA can offer financing to the three Lot Owners [not including Tom Watts] for up to two years at 8% interest. If all three accepted that offer, then SPOA would contribute \$15,000 to the cost and advance another \$37,500, subject to repayment of that advance, with interest on or before the end of 24 months.

Motion #5: There was a motion made to approve \$15,000 to put towards the Pinto Way Road project that would come from the Construction of Infrastructure by Owners budget line. The motion was seconded and passed unanimously.

Motion #6: There was a motion made to approve the Resolution for the Pinto Way Road Construction project. The motion was seconded and passed 5 to 1.

- B. **Shay Way (Stewart)** – After listening to the process and determining that final amounts are needed prior to the Board approval, Todd Stewart asked to table the Shay Way Special Assessment until the next board meeting.
- C. **Haywagon Trail (Stewart)** – Tabled until the next board meeting.

8. Old Business

- a. **Insurance Update** – Bryant updated the Board that all the pricing quotes that have been obtained from two different brokers are priced in the \$30,000 range and exclude all the most vulnerable parts of SPOAs common areas. Bryant, Tom, and Kasey will meet with the lawyer David Firmin to obtain details on what is required of SPOA to have on the common areas.
- b. **Lease with OCFPD** – OCFPD is still working on the lease and will get it to SPOA as soon as it is completed.
- c. **Forest Fuel Fire Reduction Program Grant** – David Park addressed his status with the survey in his PC Manager Report.

d. Committee Updates

- A. Roads Committee** – The Road Grant program is still on hold. Bryant is collaborating with Tom to understand what language will need to be edited or added to make the program viable but keep SPOA protected.
- B. Trails Committee** – Tom has been working to get more trail work on the D segment completed this summer. Rocky Mountain Youth Corp will start their weed mitigation/trail maintenance program in June.
- C. Development Committee** – Morgan updated the board that the developments, Tri State, Tailwaters and Discovery Group are still working to get overcome hurdles that the County has placed on their developments. There is nothing new to report in terms of when Stagecoach Mountain Ranch may proceed.
- D. Fire Mitigation Committee** – Amber let the Board know that the Chipper Program sign up would be going out next week for all SPOA members.

9. Treasurer's Report – Tabled

10. Adjournment – 8:24 pm

General Manager Report – May 16, 2025

Kasey O'Halloran

Coyote Run Playground Maintenance – Ski Town Landscaping handled the playground last summer. Their proposal for the 2025 summer is as follows:

- \$400 per month (2 visits per month) We will include irrigation startup and blowout in that price
- We will perform lawn maintenance once in May and an irrigation startup in May, then complete maintenance twice per month until the end of September. Then, in October, we will do the irrigation blowout.
- If there are any issues with the irrigation where we need to make repairs, I will have to quote that separately.

The total for the season would be \$2000.

Request that the Board approve \$2000 to Ski Town Landscaping for maintenance at the Coyote Run Playground for the 2025 summer.

Summer Weed Mitigation

Working with Big Sage Ecological Solutions to secure a plan/quote for the noxious weed management that is required by Routt County. Big Sage has provided two options to SPOA. The first is the option to handle just the parcels that are currently under enforcement with Routt County. This proposal is attached to this report and totals \$926.10. The second proposal is for a management plan and noxious weed inventory on all of the SPOA parcels. Big Sage assumed SPOA would want all parcels inventoried and if not, they can adjust the proposal accordingly. This would be approximately 67 parcels totaling about 720 acres. The total for this work would be NTE \$7000. Last summer we had the parcels under enforcement sprayed and it cost \$2800.

Website Update

At the past board meeting the Board asked me to survey the Board members to get an understanding of what the general consensus there is on an update for the website platform and content. Having only received a few responses the consensus is minimal – the website platform is basic and could use an upgrade and the content is sufficient although the policies could use an overhaul to make them more user friendly in their presentation and summarization.

Depending on how the Board would like me to move forward with this information, I would suggest:

1. Hire Creative Bearings to do an upgrade to the site and layout incorporating new pictures, fonts and colors to the site. This would cost \$1000-\$2000. The General Manager will still be able to make the day to day updates once this upgrade is completed.
2. Staff work to clarify and define the policies in a clear and summarized way allowing website visitors to access details per their topic of interest, i.e. Design guidelines summary page, septic guidelines, building details.

Project and Compliance Manager
Report to the Board of Directors
May 16, 2025

Architectural Control Committee Activity

Address	Type	Current Status	ACC Submit Date	ACC Ruling Date	Informal Approval Date	Formal Approval Date	Notes
23480 Willow Island	Fence	ACC Review	4/28/25				ACC Review
31580 Shoshone	Coop	ACC Review	4/7/25				ACC Review
32478 Ute Trail	Exterior	ACC Review	4/28/25				Color Change
29935 Rock Point Tr	Fence	ACC Review/Rules	12/10/25	5/2/25	NA	NA	Disapproval
21525 Oglala Ave	Residence	Application Pending					Awaiting Fee and Documents
31290 Broken Talon	Residence	Application Pending					Awaiting Fee and Documents
33552 Seneca Tr	Residence	Application Pending					Awaiting Fee and Documents
32785 Colt Trail	Residence	Application Pending					Awaiting Fee and Documents
Lot 6 Eagles Watch	Residence	Application Pending					Awaiting Fee and Documents
Lots 39-46 Kickapoo	Residence	Application Pending					Awaiting Fee and Documents
22890 Snowbird Trail	Residence	Application Pending					Awaiting Fee and Documents
31290 Broken Talon	Residence	Application Pending					Awaiting Fee and Documents
31080 Fallen Falcon	Shed	Application Pending					Awaiting Documents
23615 Waybill Court	Fence	Application Pending					Awaiting Documents
30610 Ormega Way	Residence	Application Pending					Awaiting Fee and Documents
19955 Gallop Trail	Residence	Construction	11/15/24	5/8/25	NA	5/8/25	PCM Following
33138 Pima Way	Residence	Construction	3/14/24	3/24/24	3/24/24	7/31/24	PCM Following
23130 Rock Point CT	Addition	Construction	5/7/24	5/12/24	NA	5/13/24	PCM Following
31130 Broken Talon	Residence	Construction	5/7/24	5/19/24	5/19/24	10/23/24	PCM Following
31130 Broken Talon	Residence	Construction	5/7/24	5/19/24	5/19/24	10/23/24	PCM Following
30250 Coyote Run CT	Residence	Construction	6/12/24	7/10/24	NA	7/10/24	PCM Following
24625 Uncompahgre	Residence	Construction	8/19/24	9/9/24	9/9/24	9/11/24	PCM Following
31520 Shoshone Way	Residence	Construction	9/30/24	11/4/24	11/5/24	11/6/24	PCM Following
31110 Broken Talon	Residence	Construction					Legacy, pre 2024 PCM Following
31270 Broken Talon	Addition	Construction					Legacy, pre 2024 PCM Following
33010 Colt Trail	Residence	Construction	3/3/25	4/2/25	NA	4/2/25	PCM Following
30035 Bannock Trail	Residence	Construction	2/21/25	3/3/25	3/31/25	4/4/25	PCM Following
33020 Colt Trail	Residence	Construction	2/25/25	3/22/25	NA	3/22/25	PCM Following
23325 Postrider Trail	Residence	NYP Approval					Awaiting certain Documents
Lot 74D- Relay Ct	Duplex	NYP Review					Awaiting Fee and Documents
23440 Stageline Ave	Duplex	NYP Review					Awaiting Documents
23355 Postrider Trail	Residence	NYP Review					Awaiting Fee and Documents
23335 Stageline Ave	Residence	NYP Review					Awaiting Fee and Documents
31040 Fallen Falcon	Garage	PCM Review					Awaiting Documents
30245 Coyote Run Ct	Fence	PCM Review					Awaiting Documents

31350 Shoshone Way	Residence	Permit Issued	5/20/24	6/3/24	6/5/24	1/24/25	PCM Following
31395 Shoshone Way	Residence	Permit Issued	9/18/24	10/22/24	10/23/24	1/2/25	PCM Following
32487 Ute Trail	Residence	Permit Issued	2/14/25	2/18/25	NA	2/19/25	PCM Following
31620 Shoshone Way	Garage	Permit Issued	2/23/25	3/4/25	3/4/25		Formal Review
30615 Boot Court	Residence	Permit Issued	1/8/25	2/13/25	2/14/25		Formal Review
21035 Palomino Way	Residence	Permit Issued	2/16/25	3/1/25	NA	3/1/25	PCM Following
31540 Shoshone Way	Residence	Permit Pending	2/25/25	5/7/25	5/7/25		Awaiting Permit
34046 Whiffle Tree	Residence	Permit Review	2/16/25	2/21/25	3/31/25		Awaiting Permit
20865 Filly Trail	Residence	Redesign					Awaiting Garage Plans
33473 Tewa Way	Residence	Redesign					Awaiting Documents

3 in ACC Review, 11 Applications Pending, 13 in Active Construction, in NYP Review or Approval, 7 in PCM Review with Pending Documents, 5 with RCBD Permit issued but no active construction yet, 2 with RCBD Permits being applied for, 2 previously approved projects that are submitting for Redesign approval.

Road Maintenance

Summer Road Maintenance for non-County maintained roads is scheduled for Late May-Mid June. The grader operator is mobilized on site and currently working on home sites. Once that is done, he will provide estimated pricing for approval to grade all main collector roads, Colt Trails, Filly Trails, Hockeye etc.

Residents along some of the County maintained roads have expressed concerns with the conditions they are experiencing, Contact information for the Routt County Road and Bridge Department has been shared with them along with encouragement to report the conditions directly and repeatedly.

Trail Signs

6 sets of trail signs and posts, 2 bridge signs and posts for the South Shore Trail System, and all mounting hardware have been acquired and are awaiting installation in May.

Nordic Trail Grooming and Access Plowing

Nordic Trail grooming equipment does not have a designated storage area and is currently parked at the Nordic Trail lot area. It is exposed to the elements and at risk for vandalism.

BOD approval is requested for contracting with a local property owner for storage off site that is covered and more secure. Anticipated expense of \$50-75 per month.

Slash Pile

The opening date for the 2025 Slash Pile has not been set. It will be dependent on four precedent factors.

1. The slash pile site needs to dry sufficiently to allow vehicle or equipment traffic. As of 5/12/2025 water was still standing or flowing the drainage swells that go through the pile area.
2. The prohibited items on site need to be removed from the property. (pending scheduling with a vendor)
3. The design and installation of a roadway base to better serve the use of the area. (once dry)
4. Assure any regulatory concerns identified with use of the area have been addressed.

Removal and consolidation of all stumps from the burn area occurred on 5/13/2025. Stumps are considered prohibited items and are to be disposed of at the landfill.

Balance of the burn area had unburnt slash consolidated 5/13/2025.

Fire Protection District

Wildland Firefighter housing project near the intersection of Green Ridge Drive and Fallen Falcon is still in Routt County Building Department permit review. It has been approved by Planning and County Commissioners. Site preparation is anticipated in May/June with approval for occupancy in October.

This property will house firefighters and emergency response vehicles that will supplement dispatch calls from the Stagecoach and Oak Creek Stations.

OCFPD has engaged their legal counsel to draft a replacement ground lease agreement for the SPOA parcel that the Stagecoach Station is built on. First Draft is anticipated to be shared with SPOA during May for comment/edit.

Forest Fuel Mitigation

More information is forthcoming on Project A once it is scheduled. The program has been designed but not officially published yet. OCFPD Captain is working with PCM to schedule work under Project B. OCFPD Fire Marshall is working on Project C. Projects D and E will be supported by an on-site survey of each property. Survey documents have been developed. OCFPD is not available for SPOA mitigation work until August thru October due to mitigation contracts left over from last year.

- Project A: Additional Chipping authorization for up to \$10,000 for curbside chipping that exceeds the quantity limits per SPOA property
- Project B: Removal of Forest Fuel from SPOA Common Areas with highest exposure risk, Not to Exceed \$20,000.
- Project C: Acquire a consultant(s) to develop a WUI Plan for SPOA Common Areas above Cole Hill that describes a basic plan to protect healthy trees, improve soil health and water retention and provide fire breaks if necessary, Not to Exceed \$5,000.
- Project D: Provide matching grants to SPOA property owners pursuant to written agreement who agree to hire and pay OCFPD to cut standing and down dead wood on qualifying lots. Not to Exceed \$30,000
- Project E: Negotiate a contract with Rocky Mountain Youth Corps or other vendors to haul cut wood from lots to disposal sites. Not to exceed \$10,000

A scoring spreadsheet has been assembled to assure all lots are scored. Example below

Development	Address	Lot #	Name	Acct #	Score #
Black Horse 1	Appaloosa Way Lot 38	38		10623	

All lots will be scored on a grade of 0 to 4. Further evaluation will then be needed for any property ranking 2,3,4 to evaluate proximity to existing residences for any property scoring for Grant purposes.

Scoring Guide for Lot Review

0 = No Issues Identified

1 = Minor Issues. Could easily corrected by Owner and low to no cost. No high risk.

2 = Concerning Issues. Can be corrected by Owner or Vendor with a full day or up to \$1,000.
Removal of large tree against a house for example

3 = Significant Issues. Likely requires a vendor, multi day, costs over \$1,000
Large quantity of standing or down trees, heavy underbrush

4 = Major Issues. Could require heavy equipment, multiple personnel, multi day

High Risk to life or property based on density, snags, widow makers, maze of downed trees