

Minutes of the regular SELOA BOD meeting (approved June 25, 2019)

March 26, 2019 Summit Co. Kimball Junction branch library small conference room 6-8 PM

Call to order: Bitner 18:11

Roll call: Brian Bitner, Jackie Pender, Steve Hall, Lucy Jordan, Scott McClellan, Brian Tiley.
Absent: Chuck Grosvenor, Brent Bryan, Nicolle Knotts, Bill Wilson, Gary Auerbach

Also present: lot owners representing lots 61, 2, 70, 84, and 4.

Jordan paraphrased the minutes from the January BOD meeting. Copy was sent to all board members via email before the meeting. Pender noted one clarification. Jordan moved to accept the minutes from the January 29, 2019 meeting with Pender's correction. Hall second. All in favor. Motion carries. Minutes approved.

Jordan paraphrased the minutes from the February executive BOD meeting. Copy was sent to all board members via email earlier in the day. Pender moved to accept the minutes from the February 26, 2019 meeting. Tiley second. All approved. Motion carries. Minutes approved.

Treasurer's report: Hall.

21 lots have not paid on annual dues, which are due at end of March. Hall will send notices. We can charge \$75 late fee after March 31 plus 1% interest.

See attached treasurer's report.

Lynn Steging has agreed to audit our books. Will likely happen next week.

Committee reports

1. Architectural Control Committee: Jordan relay from Mike Garbett, chair of ACC, email as of March 19

One project that is 80% through the approval process. Waiting on some architectural changes. Should start this spring, weather permitting. Lot 64 on Lower Cove. This will definitely be a 2 year build.

Ten approved projects that should be completed by the end of 2019 construction season.

Kimball: Lot 13 (driveway); Lot 120 (year round resident home)

Church: Lot 118 (garage); Lot 70 (remodel/addition)

Upper Cove: Lot 66 (year round resident home)

Hailes Loop: Lot 106 (home, seasonal resident); Lot 107 (year round resident home)

Basin: Lot 30 (year round resident home); Lot 1 (year round resident home); Lot 50 (remodel/addition)

Garbett added lot 14 Fabian on Kimball and a barn came in today not approved yet.

2. Road Committee: Garner not present but still interested chairing. Skrypek wants to be involved. **Jordan to send list of volunteers to Skrypek.**

Old Business

1. Roads

- a. Letter from PCFD chief regarding winter access: Bitner read the letter which points out the main concern of keeping roads accessible to 20 feet wide even during winter and clearing fire hydrants to 3 feet around each hydrant. See text of email at end of these minutes.

Garbett thought that Mountain Regional Water has the responsibility to keep the hydrants cleared. Smaller companies are getting a bye but Mountain Regional is not small. Bitner pointed out that each owner should have a wrench to be able to turn their hydrant off. **Bitner to check our contract with Mountain Regional. If Mountain Regional is responsible Bitner will contact them.**

- b. Easement investigation report: McClellan. Committee has had 2 phone in meetings. Most members of the committee have talked to an attorney to get an estimate of time and cost that it would take to get an opinion on what we can and cannot do in our road easements. For three attorneys to survey the documents the cost would likely be less than \$5000. Have 4 attorneys but would like to pick 3. Elke Touchett from the floor said there is a free State service that deals with these issues. Cara Murphy had sent to McClellan before but can send again. Committee has tried to check their opinions at the door during these meetings and just make a plan and gather the pertinent documents to give to the attorneys. Attorneys have estimated it should take them about 3 hours. The plan would be for attorneys to review documents and report back to the committee. Then have a meeting with attorneys where the committee just listens. After that, if budget allows, committee would ask the attorneys to write a written opinion. The objective is to give the members an amendment to the Covenants to vote on. Potentially, the amendment could have multiple parts to vote on, for example: allowed road improvements within easement, snow removal, and/or parking. Bitner thinks we need to make sure the attorneys have experience in Summit County and have been to court. Bitner suggested Bruce Baird as an attorney that has experience in these matters. **McClellan to share the names of the attorneys with the board and gather feedback on specific attorneys.**

- c. Restriction on SELOA roads for wet spring: At last meeting we discussed how the board limit the damage done to SELOA roads by construction traffic. Proposed to send an email to owners restricting heavy construction traffic to a certain date. Tiley and Bitner say needs to be case by case because the conditions at the low elevations will most likely be much different than at the high elevations. Garbett says the Board needs to be willing to fine. Bitner says we have the ability to fine through the ACC rules. Difficult to enforce but with multiple members of on the road committee we could have better coverage of conditions throughout Stagecoach. Garbett suggests Ed Byer should make the decision because he takes care of the roads. Discussion on how much to fine, how to make it enforceable, and what constitutes a violation. Pender moved to set a restriction on construction traffic from Nov 15 to May 1 unless there is written permission given by the ACC and the Board based on the condition of the road. Owners must contact ACC to get written permission outside the allowed window. Owners will be fined \$5000 per month plus repair costs if they or their contractors damage the road. Tiley second. All in favor. Motion carries.
2. Survey of lot owners: Pender: Presented possible survey questions. See attached. Discussion on how to target questions and get meaningful answers. Pender to send to board to refine. **Pender to make SurveyMonkey account and enter questions. Try to get survey going and out by this Sunday so we have feedback before annual meeting.**

New Business

1. ACC needs three new members for 5 year terms. Garbett (current chair) recommends to have a board member chair. Most of the work is tracking and paperwork but you need to formulate good relationships with lot owners. Can be on the committee if you are building but have to recuse yourself on your own project. Kathy Borden (lot 39) has experience in building, lives full-time in SE, and has volunteered to serve. Mike Gonzalez (lot 61), in attendance, is a mainframe architect who lives in neighboring Tollgate Canyon. He volunteered to serve and can chair the committee. Will run for a Director position so he could be the board member and chair of the committee if elected to the board. Pender moved to approve Borden and Gonzalez to join the ACC. Hall second. All in favor. Motion carries. Need one more member.
2. Volunteer(s) for Park City Fire District new committee to explore defensible space planning needs. 3-4 mtgs per year + committee meetings starting April 4. Pender and Drew Jordan (lot 106) have volunteered. **Pender will forward her and Drew's contact info to the PCFD.**
3. Annual meeting prep
 - a. Elections
 - i. 3 director positions: How to get back to rotation stated in our bylaws? Jordan presented a two ways to get back on track. Discussion that the current schedule in the bylaws isn't ideal because it has all four officers elected in one year. Pender stated that we can amend bylaws at an

annual meeting by majority vote. Possibly have one or more of the director positions up for election this year be for terms less than 3 years. Pender and Jordan to figure out the best way to get back on track and propose to the rest of the board.

- ii. Election committee, interested candidates, deadline for submissions, procedure: Jordan needs to send out a call for candidates to membership to submit a bio. Deadline for bios and candidates April 1. Jordan to disburse ballot and proxy to membership on April 3 (2 weeks prior to annual meeting). Jordan to ask Board for a volunteer to chair the election or committee (receive ballots and proxies, tally them, count at annual meeting.)
- iii. 2019 budget: Gates or counters? Road improvement? Legal opinion on easements?

Drew Jordan estimates presented at January meeting had cheapest traffic counters were ~\$650 each and would need three = \$2000.

Dan Harris' June 2018 gate estimates for the cheapest new gates with cameras were \$3500 each x 2 = \$7000.

Tiley suggested we spend more money on gates and put the less expensive counter at the Bitner Ranch property gate on N Church. Pender and Bitner to allocate at least \$2000 when they formulate the 2019 annual budget.

- b. Fire plan. Only a few minutes left before we got kicked out of the room so limited discussion. Pender to see if PCFD chief could give a 15 minute talk at our annual meeting.
- c. Presentation: should include any gate counter info we have.

Adjourn at 8:00 pm

Did not get to the following new business

- 4. Group use by non-residents. This item pertains to complaints from 3 lot owners about large groups of non-residents having retreat weekends on two separate occasions.

From: Mike Owens <mowens@pcfd.org>
Date: March 4, 2019 at 2:16:02 PM MST
To: 'Brian Bitner' <briankbitner@gmail.com>
Subject: RE: Basin road stage coach estates

Brian,

Thank you for your time and an explanation of what has happened in the past. We live in a mountain environment and face many unique challenges due to weather and topography. After visiting the site and our discussion, we both came to the same conclusion which is that any fire vehicle or ambulance would have a very difficult time navigating the roads to the homes in the Stagecoach area during winter months. Our specific concerns are listed below:

1. Road Widths - As a general rule, PCFD requires that roads be no less than 20 feet wide. Near fire hydrants, the roads must be at least 26 feet wide. During our tour on 2/28, it was clear that the roads were significantly less than 20 feet in many places. In fact, the roads were so narrow, that it would be difficult to impossible for two passenger vehicles to pass each other throughout most of the neighborhood. If a vehicle were to be disabled or stuck, there would be no way to get a fire engine or ambulance around that vehicle.

2. Road Surface - I understand the need to keep the surface of the road in such a condition that snowmobiles can travel between the parking lot and homeowner sites. In keeping the road surface snow and ice covered, it becomes nearly impossible in some places for fire engines or ambulances to travel along the road. Although PCFD does have equipment that will allow firefighters and paramedics to access any area, the delay in response to a fire or a medical emergency will have a negative effect on the outcome.

It is the Park City Fire District recommendation that all main roads in the Stagecoach Estates area be kept at a minimum 20 feet wide and cleared of snow. Failure to do so may result in a severely delayed response to a medical or fire emergency. In both medical and fire emergencies every second counts and could be the difference between a positive and a negative outcome. In addition to the concerns with the roads, it was noted that several fire hydrants were buried by snow. In accordance with Summit County ordinance and the International Fire Code, all fire hydrants must be cleared after a snowstorm so as to have 3 feet of clearance on all sides of the fire hydrant.

Thank you again for your time and feel free to contact me if you have any questions.

Captain Mike Owens
District Fire Marshal
Fire Prevention Bureau
(435) 940-2520