



SELOA ANNUAL MEETING

Richins Library
Park City UT

May 10, 2016

Agenda

- Call to order
- 2015 Annual Meeting minutes
- Treasurer's Report
- Board of Directors Report
- Committee Reports
 - Architecture
 - Roads and Gates
- Proposed 2016 Budget
- Announcements
- Elections
- Good of the Association
- Adjournment

2015 Annual Meeting Minutes

Stagecoach Estates Lot Owners Association Annual Meeting 2015

Minutes

Richins Library, Park City, UT – Thursday, April 16th 6PM

Board members in attendance: Pam Behn, Jackie Pender, Lynne Staging, Brian Bitner, Sherman Smith, Brent Bryan.

31 Lot Owner's in attendance.

See APPENDIX A for presentation details.

1. Call to order by the President Brian Bitner at 6:07 PM.
2. Approval of 2014 Annual Meeting minutes (Jackie Pender, Secretary).

Motion to approve: David Packham (Lot 75), seconded Shawn Hewitson (Lot 73), all approved.
3. Treasurer's Report (Pam Behn, Treasurer). Pam reviewed the 2014 Income Statement, Balance Sheet and Budget to Actual. Stagecoach LOA primarily on budget with small overage on SELOA roads. Ended year with 19,659 net income.
4. Board of Director's Report (Jackie Pender, Secretary). Reviewed the five board meetings held since the 2014 Annual Meeting (May 6, 2014). Most of the board's attention was dominated by legal concerns (Bitner Ranch Road settlement agreement).
5. Architectural Report (Lynne Staging, Director). Issued reminders on county and SELOA bylaws regarding gates, flyer boxes and culverts. Reviewed architectural activities of 2014. Board encourages members to utilize the Architectural Control Committee as a resource when building.
6. Road Report (Brian Bitner, President). Reviewed the road work performed in 2014. Installed roto-mill on upper Kimball Canyon and Basin Canyon roads to the intersections with North Church Road. The roto-mill was secured for \$130/load plus \$50 to haul each load up from Bitner Ranch in 200 yard trucks.

For 2015, plan is to grade roads, fill in any eroded spots on the existing roto-mill application areas and roto-mill additional areas as budget/availability permits.

As information point, several developments are going into Silver Creek and the county is interested in putting in a road to connect Silver Creek to Bitner Ranch Road (likely through the ranch). Timeframe is unclear but information about the potential connectors is available on the Summit County website.

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Need an audit committee to keep track of Bitner Ranch Road Association and its progress on road maintenance to ensure our contribution is being spent appropriately per the settlement agreement. Brent Brian (Director) nominated to assemble volunteers.

Q: Can you grade roto-mill or is it just the dirt road? A: Preference it so fill in and smooth holes as grading the roto-mill just kicks up a lot of rocks.

Comment: Be helpful to see a map of what work has been done and pending plans.

Q: I would like asphalt. A: We have 9 ½ miles of road. Comment: Wouldn't recommend asphalt, used in on driveway and its high maintenance.

Q: Why are the Pine Meadows roads so much better than ours? A: They have 850 lots so a much bigger budget than Stagecoach.

Comment: Enjoy fact that there is no dust with the roto-mill.

Comment: May need to post signs in subdivision about no hunting.

Q: Do we get to influence Bitner Ranch Road usage or development? A: No, Stagecoach doesn't own the road; we just have an easement to access our property.

7. Gate Report (Brian Bitner, President). The plan this year is to raise the gates about 1 ft. to improve snow clearance (postponed from last year).

Q: Can we get mailboxes for Stagecoach? A: We would need to acquire access to land to install a unit and its challenging to find a spot that doesn't interfere with traffic (including school buses) at the roundabout.

8. Proposed 2015 Budget (Pam Behn, Treasurer). Reviewed the 2015 budget with a Total Income of 107,200 and Total Expenses of 104,675 (please see Appendix A for details).

Q: Can't we get more money from the LDS Church? A: We continue to try and negotiate for additional contributions. They like the roto-mill applications we've done to date. It would help if we performed more data collection to prove the traffic levels.

Q: How is the SELOA plowing payment to the Bitner Ranch Road Association allocated? A: Primary residence members paid 3500; SELOA paid 1000.

Comment: We should charge residents of Stagecoach for road usage (prorated

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by level of usage).

Comment: Laborious to install and monitor counters (we have three we use to get church access data). Dan Harris volunteered to place the counters.

Comment: Not feasible to track each user (and their cars) volume of usage.

Q: What legal obligation does the LDS Church have to pay for their easement?

A: None, it's voluntary contribution.

Comment: We should follow the principle that usage of roads should determine fees.

Comment: The covenants of SELOA govern properties. Nothing in them allows for unequal dues or a tiered structure. I maintain it is impossible to track and manage at tiered structure for each expenditure.

Comment: Get petty to determine usage that way.

Comment: Don't think it's petty to break out dues by usage.

Discussion halted to proceed with vote on the proposed budget.

Motion by Packard (lot 100) to approve budget. Seconded by Behn (lot 4), all aye.

9. Announcements (Brian Bitner, President). Recycling dumpster now in place at the Kimball Gate. In order to sign up for wood chipping, members must go to **pcfd.org** to sign up individually. It will likely be a high fire danger season given lack of snow. Reminder to join the Summit County CodeRed alert system for phone notifications of wildfire and other disasters. Reminder issued about roaming dogs.

Comment: Dave Packham will research possibility of getting some fire hoses on site in event of fire truck access issues.

10. Elections.

Glen Davis put in name as a candidate for President, but had to withdraw based on required membership status (must be title-holder). Feels that seasonal lot owners that rarely use their properties are being treated unfairly and railroaded by year round residents.

Prior to start of election, motion from Tim Hawker (lot 62) to hold off the election, remove the existing Board officers, put in a temporary group and then hold election. Feels the board has failed in executing their duties and signed the

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Bitner Ranch Road settlement agreement despite the voting outcome.

Comment: Think this is a deceitful stunt, there was no notice of this.

Comment: Opposed to idea as it seems to violate the bylaws. Notification from the secretary about the election and solicitation of nominees went out to the membership on March 2, 2015 and no responses were received. Can nominate from the floor.

Comment: I don't have any information on the candidates.

Comment: Solicited biographies, printout of four of them available at meeting.

Q: Can we get the annual meeting minutes sooner? A: Yes

NOTE: numerous comments and simultaneous dialogs went on that are not transcribed in these meeting notes

Researched bylaws and the requirement is elections must be held at the Annual Meeting. Everyone free to vote for a write-in member candidate.

Q: Request that the candidates present say why they're running for the board.
A: Brian Bitner, Pam Behn, Lynne Steging, Jackie Pender and Scott McClellan spoke to their feelings about Stagecoach and why they were running.

Vote held and results were tallied by Colleen Richins and Ted Packer. All the balloted nominees were elected.

Oath of Office was administered by Sherman Smith (Director) to Brian Bitner (President), Pam Behn (Vice President), Lynne Steging (Treasurer), Jackie Pender (Secretary) and Scott McClellan (Director). Oath will be administered to Brian Tilley and Jack Smith (Directors) when they attend their first board meeting.

11. Motion on floor (postponed from earlier) from Tim Hawker (lot 62) to form a committee to evaluate the prospect of implementing a tiered dues structure at Stagecoach. Seconded Shawn Hewiston (lot 73). From the floor 11 votes for 'Yes', 26 votes for 'No'. However, Tim Hawker had numerous email printouts granting proxy voting rights. The Board was unsure the validity of many of them so they will be reviewed by Attorney George Hunt to see if they meet the requirements. The results will be sent out to the membership.

12. Motion to Adjourn (8:10 PM)

Treasurer's Report 2015

Lynne Steging – Treasurer

2015 Income Statement

Income

Assessments – annual dues	\$79,750
Church contributions	\$2,800
Rent	\$3,900
Impact Fees	\$8,000
Winter Maintenance BRRA	\$3,643
Snow removal 2014/15 refund	\$2,000
Miscellaneous	<u>\$ 852</u>

Total Income

\$100,675

Expense

Electric gates	\$4,223
Roads	\$50,568
BBR 2015 Payment	\$27,000
Legal	\$7,695
Admin	<u>\$3,189</u>

Total Expenses

\$92,675

Net Income

\$8,000

2015 Balance Sheet

Assets

Checking	\$1,265	
Savings Account	\$25,267	
Reserve Fund	\$30,025	
Refundable deposits	\$12,469	
Accounts receivable	<u>\$4,304</u>	
Total Current Assets		<u>\$73,330</u>

Liabilities & Reserve

Performance deposits	<u>\$12,469</u>	
Total current liabilities		<u>\$12,469</u>

Opening Balance Equity	\$38,895	
Retained Earnings	\$12,508	
Net Income	\$9,449	
Total Equity		<u>\$60,853</u>

Total Liabilities & Equity		<u>\$73,322</u>
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Budget to Actual 2015

Income	Budget		Actual		Difference
Annual Assessments	81,000		79,750		(1,250)
Winter Maintenance	4,500		3,643		(857)
Maintenance contribution- LDS Church	2,800		2,800		
Transfer from Savings	15,000		15,000		
Rental income	3,900		3,900		
Building Impact Fees	0		8000		8000
Winter Maintenance Refund	0		2582		2582
Total Income		92,200		100,675	8475
Expenses					
Electric Gates	3,125		4,223		(1,098)
Roads	50,000		50,568		(568)
Administrative	2,950		3,189		(239)
Snow Removal Kimball Gate	4,000		0		4,000 - Paid in 2014
Legal	5,000		7,695		(2,695)
Contribution to Reserve	8,100		8,100		
BRR Maintenance Contribution	27,000		27,000		
BRR Winter Maintenance	4,500		0		4,500 - Paid in 2016
Total Expenses		104,675		92675	3,900
Net Income / Loss				8000	

*Internal audit conducted on February 14, 2016 by Steve Hall (lot 101).

Board of Directors Report

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The SELOA board has met five times since the last annual meeting. Highlights of the last months include:

- Annual meeting held April 16, 2015. Elected Brian Bitner (President), Pam Behn (Vice President), Lynne Steging (Treasurer), Jackie Pender (Secretary), Scott McClellan (Director), Jack Smith (Director) and Brian Tiley (Director).
- Renewed Peak lease on relay tower (Hailles Loop Road) for another 5 years.
- Audited the 2015 records of the Bitner Ranch Road Association
- Website underwent a re-design and host change.

Architectural Report

Committee Chairperson

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Construction activity 2015:

ACC Application Approval Process

New Construction

- Applications submitted: 5
- Applications approved: 3

Existing Home Remodel/Additions

- Applications submitted: 0
- Applications approved: 0

Driveway/Lot Access (New or Modified)

- Applications submitted: 0
- Approvals approved: 0

Barn / Out-building

- Applications submitted: 1
- Applications Approved: 1

Construction

New Homes

- Construction completed: 1
- Under construction: 4

Existing Home Remodel/Additions

- Construction completed: 0
- Under construction: 0

Architectural Control Reminders

Architectural Control Committee (ACC): If you are considering any type of construction or grading work on your property, please contact the SELOA President prior to starting any type of project. Stagecoach has three governing documents that are helpful as you move forward with construction/grading projects. Involving the ACC could save you money and time.

Access to Member Property: The governing documents of the SELOA call for one, and only one, property access (driveway or otherwise). If you believe you need another point of access to your property, please contact the ACC prior to initiating grading or construction activities. The Association encourages lot owners to share driveways whenever possible.

Driveway Gates: Before you install a gate, contact the ACC and secure approval from Summit County Building Division. Locked gates make it impossible to service your property. The current County ordinance requires County approval and a County permit prior to installing a driveway gate.

Culverts: It is the responsibility of the lot owner to ensure that the driveway or other culverts are clear of debris so water can flow in the road ditches. If you encounter a road culvert that is not functioning properly, please contact the Road Committee Chairman.

Lots for Sale: On the SELOA website, stagecoachstates.com, there is a Web page dedicated to lots for sale. Please contact Lynne Steging.

Road and Gate Report

Brian Bitner – President

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2015 Road Work Summary

- **Installed speed limit signs**
- **Encased key-pad mounting on Kimball gate with stone**
- **Kimball Canyon Road**
 - Added rotomill to bottom section of road
- **Basin Canyon Road**
 - Added rotomill to bottom section of road
- **Upper Cove Road**
 - Added rotomill up to intersection with Lower Cove

2016 Road Plans

- Grade all roads.
- Fill in any eroded spots on existing roto-mill application areas (Kimball, Basin, Lower/Upper Cove).
- Roto-mill additional areas as budget/material permits.
- **REMINDER:** Speed Limit is 20 mph!

Gates

- Gate Maintenance:
 - Only some minor gate repairs required since the last annual meeting.
 - Gates were raised this summer for snow clearance.
- Gate Code: 2002 Owner 3003 Visitor/Contractors
- Contact:
 - Peter Behn jpeter@pbehn.us | 435 640-2313

Proposed Budget - 2016

Income

Annual Assessments	81,000
Maintenance Contribution – Church	2,800
Winter maintenance	4,500
Rental Income	4,140
Transfer from Savings	8,710

Total Income

101,150

Expenses

Electric Gates

Power Extension Agreement	150
Repair	1,500
Electricity	550

Total Electric Gates

2,200

Roads

Material	20,000
Road Labor Expense	25,000
Other Maintenance	5,000
Kimball Service Area	4,000

Total Roads

54,000

Proposed Budget – 2016 (continued)

Expenses (continued)

Bitner Ranch Road

Maintenance	27,000
Plowing	4,500

31,500

Administrative

Legal	5,000
Website	150
Liability Insurance	2,900
Office supplies	250
Taxes	50

Total Administrative

8,350

Reserve Account

Contribution

5,100

Total Expenses

101,150

Net Income (loss)

0

Announcements

Reminder on Recycling

Stagecoach has a recycling dumpster in place at the Kimball Canyon gate. Please take advantage of this addition and separate out your recyclables from the general trash.

- Rinse out containers and remove caps (improves compression of materials).
- The dumpster will be marked with allowable items (or visit www.co.summit.ut.us/DocumentCenter/View/238).
- NO GLASS, STYROFOAM OR WAX-COATED CARDBOARD
- NO GREEN WASTE, E-WASTE OR HAZARDOUS WASTE



Announcements

- Chipping by Park City Fire Department – members need to go to www.pcfcd.org to sign up
- REMINDER: all members should sign up for Summit County's CodeRed, a high-speed phone calling system for critical notifications such as wildfire or HAZMAT disasters (435-615-3618)
- REMINDER: Dogs must be kept on your property. They must be under supervision/control when walking through Stagecoach. If you have a problem or see any dogs harassing wildlife please inform Summit County animal control (435-336-3985).

Announcements

Weed Spraying

Beginning June 1st, we'll be borrowing free equipment from Summit County Weed Control to spray noxious weeds along the roads. We can purchase Weed Master concentrate from the county at reasonable rates.

Thanks Brian Tiley!

Elections

Pam Behn – Nominating Committee
Chairperson

Oath of Office

“I solemnly promise to abide by the rules of this organization and the lawful orders of the assembly.

I further promise that I will perform the duties of my office to the best of my ability.

I will turn over to my successor all records, monies and properties containing to my office.”

Questions?

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Motion to Adjourn

Thanks For Coming Everyone!