

# Stonehaven at Breckenridge Golf Club Association, Inc.

Executive Board Meeting  
3:00 p.m. MDT, June 11, 2009  
Via Telephone Conference

## Minutes

1. *Roll call and determination of quorum.*

The meeting was called to order by the President, Bob St.Pierre, at 3:00 p.m. MDT. A quorum was declared by the presence of Bob St.Pierre, Paige Beville, Linda Schutt, Garth Stroble, and Jim Contino. Also in attendance was Dave Hartman of WoodWinds Property Management, manager of the Association.

2. *New Business.*

Annual Meeting: St.Pierre suggested that the Stonehaven Annual Meeting be held on Friday, August 7<sup>th</sup>. There were no objections. Hartman will recommend a meeting venue.

Real Estate: St.Pierre reported that the Merriman's house at 21 The North Road was sold to Marcus and Patti Smith. The Fischer's and Kies' houses are still for sale, and the High Country Club house is in foreclosure. It is our understanding that the home will be sold at auction in the near future.

Dead Trees: St.Pierre raised the issue of the dead trees on the property to the north of Stonehaven. Hartman reported that this property belongs to Lee Carlson, owner of the home on Highland Drive to the northwest of Stonehaven. Hartman has tried to contact Carlson by phone and mail and also has talked with Matt Thompson at the TOB to confirm that the TOB has an ordinance requiring removal of trees killed by pine beetles. Stonehaven has several options: (1) Carlson can remove the trees, (2) the TOB can remove the trees and bill Carlson, (3) Carlson can give the land to Stonehaven and we will be responsible for removing the trees, and (4) Hartman will determine whether Carlson's property is part of a homeowner's association (The Fairways) and, if so, whether that HOA will pressure Carlson to remove the dead trees. According the Hartman, if Carlson quitclaims the property to Stonehaven, the Association can incorporate it into our Common Area and as such will not incur any additional property tax liability. The next step is for Hartman to investigate the Fairways HOA possibility.

Asphalt Sealing: St.Pierre reminded the Board that we decided, last year, to hire a contractor to do sealing of the asphalt on the North and South Roads. Hartman reported that A-Peak provided an estimate of \$7,424 for this work, and that he is obtaining an estimate from another source. Contino suggested that we get an estimate from New West Paving. Hartman will pursue that suggestion.

House Staining: St.Pierre reported that Zeke Gazett suggested that four of the Stonehaven homes be stained this summer: 66N (Schutt), 64N (Kies), 62N (Marcelli), and 63S (McCann). Since four homes need to be stained and since some homeowners have asked for the option of additional colors, the Board had an extended discussion about the possibility of adding one or two colors to the current palette of three stain colors. Hartman volunteered that other associations have been moving to fewer rather than more color options, and suggested that it will be difficult to cover the dark brown stain with anything other than a heavy paint-like stain which will alter the look of the Stonehaven homes. He further

suggested that we might consider offering color options only for house trim. The Board decided to form a Paint Color Committee. Schutt and Stroble volunteered to be on the Committee.

**Automatic Withdrawal of Homeowner Dues:** Hartman reported that it would be possible for WoodWinds to do automatic withdrawal of homeowner dues from checking accounts and that it works best when all homeowners use the automatic withdrawal option. The Board decided that we will ask homeowners whether they are interested in this option at the Annual Meeting in August.

**The Town-Owned Ditch Along Clubhouse Drive:** St.Pierre reported that the TOB re-graded the ditch last year and that water is flowing reasonably well. Beville suggested that we contact the TOB and ask whether they will re-seed the ditch to help prevent erosion. She will contact the appropriate TOB official and determine whether they will do this work.

**Trash/Dumpster:** St.Pierre reported that there have been no complaints about trash removal. He also reported that a contractor (Kevin Kerr) submitted an unsolicited proposal for \$1,650 to pour a concrete pad in front of the dumpster. This would be done at the same time as Kerr is pouring a small addition to the Van Anderson's driveway. The Board decided that we are not interested in spending money on the concrete pad, but that we would like to add additional stones/gravel to the area that has been compacted by the Waste Management truck.

**Landscaping/Irrigation:** St.Pierre reported that he and Hartman had walked the Stonehaven property and discussed the kinds of landscaping work that the Board would like WoodWinds to undertake. In short, we'd like WoodWinds to continue the work as proposed by Lunceford. Stroble asked whether it is important to continue deep root feeding and on Hartman's recommendation the Board decided that this work would not be needed (saving about \$4,000 from Lunceford's landscaping proposal). Hartman reported that the irrigation system appears to be of high quality, although it has been neglected over the years. He suggested that Stonehaven would benefit by investing in various upgrades to the system, for preventive maintenance. Hartman will provide the Board with a proposal for upgrading/maintaining the system. Schutt asked whether it would be possible to use non-toxic methods of weed control, i.e., pulling dandelions and false chamomile instead of spraying them. Hartman will provide us with an estimate for doing this work, and Schutt will contact Juniata and Water Dance to determine who did this work for them and what it cost.

**Snowplowing/Snow Storage:** St.Pierre reported, and other Board members agreed, that PGMS has done a good job of snowplowing but that the snow storage between Marcelli's house and Stroble's house will not be available next winter. The Board decided that we need to talk with PGMS and make it clear that this area is not to be used for snow storage, even if it costs more to move the snow to the South Road and push/blow it into the storage area near the dumpster.

3. *Old Business.*

There was no old business.

4. *Adjournment.*

The meeting was adjourned at 4: 30 p.m. MDT.

**Stonehaven at Breckenridge HOA  
Annual Meeting  
August 7, 2009  
Gold Pan Room at Main Street Station**

The meeting was called to order by Bob St.Pierre at 2:05pm. There were 8 owners present and 7 proxies. There were 15 owners present whether in person or by proxy establishing a quorum with 63% of the ownership.

Dave Hartman of WoodWinds confirmed that proper notice of the meeting was sent out to every Owner of Stonehaven.

**Reading of the 2008 Minutes:**

JD Shulec noted that his comments on Waste Management were not included in last year's minutes. His concern at that time and this year as well is that the Association does not overpay for trash service. Stonehaven does not have much of a population for most of the year and he wants to be sure that they are not paying for services they do not need. He also commented that we should be worried about the heavy trucks doing unnecessary damage to the asphalt. JD has spoken to another company, Timberline Disposal, and was given a rough estimate of \$2800 per year for 1 pickup per week in the winter with a small truck and 1 pickup a week with a big truck in the summer. Sue agreed and asked WoodWinds to get new bids from other trash companies when the Waste Management contract is up in September. JD asked the Board to review the possibility of a smaller truck in the winter since there are fewer people and therefore less trash.

**Introductions:**

Present at the meeting are: Bob St.Pierre, Paul Shutton, Dean Volk, Linda Schutt, Garth Stroble, Jim Contino, Paige Belville and James Manwaring, Nancy Gray, Pete Marcelli, Mike and Sue Fischer, JD and Sue Schulec, and Richard and Diane Easton. Dave Hartman and Abbey Browne are representing the management company WoodWinds.

Paul Shutton made a motion to approve the 2008 minutes with JD's comments included, Dean Volk seconded.

Paige Belville explained to the ownership that although the Waste Management discussion was not included in the minutes, Mike Yearout (previous manager) did receive bids from multiple trash companies. The Board did review these bids and decided on Waste Management. Paige assured JD that his concerns were addressed from the last meeting. WoodWinds will still get new bids for this coming year and send them to the Board for evaluation.

**2009 Year to Date Review:**

**New Property Manager**

Bob St.Pierre mentioned some of the differences between the previous manager Mike Yearout and the new management company, WoodWinds. WoodWinds has been in the

property management business in Breckenridge for quite a long time and manages several HOA's around town. Their office is at 300 North Main Street. Bob invited all Owners to stop by and meet the staff. WoodWinds will be doing the landscaping and the irrigation rather than contracting these services out. Also, WoodWinds can manage individual homes if the Owner would like. Just contact their office if you are interested.

### **Real Estate Update**

1 unit at Stonehaven has sold this year to the Smith's. It sold in the mid to high 900's. Currently there are 4 units for sale and 1 in foreclosure that will be auctioned off. Stonehaven has filed a lien as a creditor in bankruptcy court to try and recoup what is owed, about \$5000.00. The Board is not sure whether this is a foreclosure or a bankruptcy and what the differences are concerning back-payment of dues. They will find out and act accordingly.

### **Dead Tree Update**

The trees on the north end are not on Stonehaven property. WoodWinds has spoken to the manager and the owner and the trees have been scheduled to be cut down by A Cut Above Forestry.

### **Status of Irrigation System**

Pete Marcelli said there is a dead Aspen tree next door to him due to lack of water. Bob St. Pierre explained to Owners how to contact WoodWinds, either by phone or email, when they see a problem in order to get it repaired and taken care of. Dave explained that for large projects the Board of Directors do need to be contacted, but problems with sprinklers or other small issues can be reported directly to WoodWinds to be taken care of. WoodWinds will continue to improve the communication between Owners and staff members. Garth Stroble expressed his disappointment that the trees at the 4 new houses were dying due to lack of water and thought the irrigation there had been taken care of. Bob and Paige explained that Neils Lunceford began the project last fall but did not finish. The Board has been in negotiations with Neils Lunceford to finish the project for most of the summer. WoodWinds has taken over the irrigation system completely, and is going through Stonehaven and upgrading and repairing the system. The problem with the current system was explained to have too many nozzles in each zone and not enough water flow to get to them all. If an Owner sees a leak or a problem with a sprinkler please report it to the WoodWinds office so it can be repaired right away. The irrigation plan is to repair rather than replace the system over 3-4 years. This should cost about \$3000-4000 per year rather than an \$80,000 replacement system. Dean asked about running an irrigation system on an individual basis rather than as an HOA. Paige answered that if you are adding private flower beds or gardens the Owner is responsible for their own irrigation, but everything else will continue to be run by the HOA.

### **Pet Consumption of Vole Poison**

Bob reported that a Stonehaven Owner's cat became sick after eating Vole poison. He asked owners to please use a non-lethal poison if using anything at all.

### **Asphalt Sealing**

The asphalt was sealed on both sides of the neighborhood and overall looks good. There are reports that there are still some spots on the edges that were not patched with the rest, but the roads do look nice.

### **Irrigation (continued)**

Garth Stroble reintroduced the irrigation issues and asked about watering the sloping part off of Clubhouse Drive. Sue Fischer commented that the area was supposed to be wild growth and that introducing an irrigation system would make it too manicured and ruin the natural look. Bob explained that the Board needs to check the plans for the community and see whether that was private or common land. The grotto area is still bare and it is supposed to be a priority this year. Last year Lunceford did seed the ground but it did not work. WoodWinds will look at what was supposed to be done with the Board and make sure the grotto is a priority. Linda Schutt brought up that thatching was supposed to happen once a year to clean up the grasses. There was no other recollection of this item and it was decided that it was not necessary.

### **Snow Removal and Storage**

In previous years snow storage was where the new houses are now located. WoodWinds and the Board will work with the plowing company and have a plan in place for snow stacking. The HOA would like to have the snow trucked from the South Road to the North Road. They will also apply for a wetlands waiver to see if the HOA can stack snow there. Garth Stroble commented that the HOA does own a strip of land in the wetlands area and it should be checked for stacking purposes.

### **Stonehaven Website**

The website for Stonehaven is available for owners to view. The website is [www.stonehavenatbreckenridge.org](http://www.stonehavenatbreckenridge.org). If you are unable to log on or are having trouble contact WoodWinds for help.

### **Architectural Review**

There was a reminder to send all requests for the architectural committee to WoodWinds and to the ARC to be sure the request reaches everyone it should. Recently requests were not getting to all of the necessary people. The Board and WoodWinds will work to ensure that everyone on the Architectural Review Committee will be informed of all requests. Sue Fischer mentioned that at one point hot tubs were required to be screened in by foliage. She would like to check the records and the homes that have added hot tubs since this was decided to be sure that they are all properly screened. Jim Contino mentioned that this is only applicable if the hot tub was added after this decision by the committee. If the hot tub was put in before the Owner cannot be required to screen in their hot tub. Sue will check the records and see when this decision was put into effect and inform the Board. There was also mention that if an Owner needs painting or even just the railing on the decks painted that Zeke from A to Z painting has done a wonderful job at Stonehaven over the years and should be called if needed. Jim Contino asked why the stone wall under the sign was not finished by Lunceford. The Board and WoodWinds will walk through the property and get an idea of what the costs would be to finish the wall.

### **Financial Review**

The proposed budget for 2009-2010 includes about \$30,000 in landscaping and irrigation improvements. The HOA has had a decrease in management fees since WoodWinds has taken over. Over all Stonehaven is in good financial shape and looks like it will end up under budget

at the end of the fiscal year. Reserves are also in good shape. Except for the home in foreclosure dues have been paid in a timely manner, Bob thanks the Ownership for keeping up on this despite of the bad economic times. There was discussion as to whether the dues income on the budget should be less due to the foreclosure. Bob will check on the procedures involved in either the foreclosure or bankruptcy to see what kind of funds Stonehaven can expect to receive.

## **New Business:**

### **Possible Future Projects**

The exterior lighting on each side of the garage and the front door entrance to the units is the responsibility of the HOA to maintain. The Owner is responsible for installing photosensors on their exterior lights and keeping them on. WoodWinds will go through the HOA and find out who does not have photosensors installed and who needs new light bulbs. If you know you have a light out please call WoodWinds.

### **Improvements to entrance from Fieldstone Drive**

It was agreed that the entrance area needs work. The sign is difficult to see and does not look nice. WoodWinds suggested adding a sign, monument style, at the entrance. The HOA can also add grass and trees, but would then need to provide irrigation for the area. He also suggested post lights for the entrance for better lighting. JD Shulec agrees that some kind of lighting is needed because guests are constantly missing the entrance. Sue Fischer also brought up that the Town needs to be contacted again to finish the drainage ditch by Clubhouse Drive. Discussion went back to the lighting and the HOA was informed by Paige that the light posts that are throughout the Town are about \$12,000 each. The possibility of adding a street sign was discussed. Paige Belville will check with the Town and see if the HOA is allowed to do that. There was common agreement that something needs to be done about the entrance as discussion has gone on for 5 years without anything happening. The Ownership would like a plan by the Board this year.

### **Documents**

Sue Fischer raised discussion for the amendment of the Declaration of the HOA to prevent interval ownership of homes (time shares). It usually takes a 67% of the Ownership to amend the Decs. The Board will speak to a lawyer and check the current Decs to see what is required to make changes, also what is needed by the mortgage companies. There was then discussion to make a second amendment to change the need for 100% of mortgage companies' approval. A lawyer will be consulted to see what can be done. Discussion was also raised concerning changing the Rules and Regulations of the HOA to prevent large gatherings like weddings at any of the homes in Stonehaven. This will be added to the Rules and sent to the Board for approval.

### **Weed Control**

Discussion was raised as to the best method of weed control: herbicides or hand pulling. Linda Schutt would like to see Stonehaven become a more green community and use fewer chemicals throughout the property, especially since there are children and animals in the community. Bob explained that it was more of a cost issue. The spraying would cost about \$1200. Linda recommended a woman named Jennie Fredericks who can pull the weeds for \$20 per hour.

Linda will contact Jennie and get a bid for the whole HOA. There was then discussion about an Owner work day. All Owners could help pull weeds to save the HOA money.

#### **Audit**

Sue Fischer wanted to be sure the HOA underwent an audit in light of the financial troubles of the former management company. Paige Belville assured the Ownership that the Board has had an ongoing audit of Yearin Yearout Management for the past 2 years and nothing was amiss during that time.

#### **Windows and Doors**

JD Shulec reported that there is a problem with the windows and doors throughout Stonehaven. He recommended owners contact Jeld-Wen because the warranty will be running out soon. Owners have to pay for installation but the warranty covers the rest. Owners should check for broken seals and act soon. Several Owners expressed similar problems with their windows and doors.

#### **Election of New Board Members:**

2 out of the 5 Board members need to be replaced/reelected this year. Bob St.Pierre, Garth Stroble, and Jim Contino will remain on the Board. Paige Belville chose not to run for reelection. Stu Van Anderson and Linda Schutt (reelection) were nominated for the positions. Sue Fischer made a motion to approve, seconded by Bob St. Pierre, and voted yes by acclamation.

#### **Open Forum**

Paul Shutton began the dialogue that the Board must have a vote from the membership for any expenditure over \$25,000 rather than making the decision themselves. Emergencies would be an exception and the number was open for discussion. Paige Belville responded that before a decision like that was made a lawyer should be consulted. There could be quite a few pitfalls that the HOA was not thinking of that could lead to unexpected consequences. Bob will consult with a lawyer on this as well as the HOA documents. Sue Fischer then thanked Paige Beville for all of her work as a Board member over the years, and extended her thanks to the whole Board. JD reminded everyone of the last social of the year occurring on August 20, 2009 and they should RSVP to the Cooks this time as he will be out of town.

Adjournment: Paul Shutton made a motion to adjourn and was seconded and passed unanimously. The meeting adjourned at 4:35pm.

**Next Year's Annual Meeting is tentatively scheduled for Friday, August 13, 2010.**

Respectfully Submitted,  
Abbey Browne  
WoodWinds Property Management  
Acting Secretary

