

**LARKSPUR COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
TUESDAY OCTOBER 18, 2016 5:30 P.M. MDT  
318 ELK AVENUE SUITE 24  
CRESTED BUTTE COLORADO 81224**

**In Attendance:**

Jeff Duke  
Laddie Coburn  
Kim Dunn  
Bob Pannier  
Rob Harper, Toad Property Management

Rob Harper called the meeting to order at 5:31pm.

**Financial Report:** Bob reports no issues; last month's discussion to re-assign some line items were performed; revenue is up, payments are coming in.

**Manager's Report:** Rob reports that the cutting cat-tails project at the upper pond will happen later this week. This definitely needs to be done before first snowfall, and will cost about \$1500. A letter of resignation from Heather Conner has still not been received. Discussion about adding a new Board member, who might bring value. Rob will re-send the "would you be interested?" email.

**Snow Plowing:** Parker is no longer an option for this upcoming snow season. Mason, King of the Mountain, Lacy and LKS are possible candidates. Discussion ensued on who has what equipment and costs. Discussion about benefits of pushing/piling snow vs snow blowing ensued. Jeff stated that LKS could keep his bobcat stored and plugged in at the Larkspur pump house, off-setting some costs and giving Larkspur first priority, with each storm taking 2-3 hours at \$125/hr. If LKS became overwhelmed with tasking, Lacy could be called in as a back-up. If necessary, we could tailor the LKS contract for Larkspurs' needs, with everyday traffic and the school bus being priorities, based on snow depth. Laddie makes a motion to do a tailored contract with LKS for snow removal for the 2016-2017 season. Jeff seconds, all in favor, and motion passes.

**Design Review:** Rob proposes using Bart Laemmel as the third party inspector to oversee any new build projects. The DRC doesn't have the time or resources to ensure that all approved plans are being followed. The DRC focus would be compliance to design guidelines and stay constructive, not administrative or punitive. Bart is sending a proposal and resume to Rob. Discussion about cost, fixed or hourly. Next steps include discussion, meet with the DRC, define scope of his role.

**Old Business:**

- Pond Maintenance plan is to re-fill the upper pond (after completion of cat-tail project) and turn the lake aerators off during skating season. Discussion about open water and safety ensued. Additional "Danger Thin-Ice" signs will be installed.
  
- Maintenance Responsibility for water tap curb-stop valves. Referencing how the town of Crested Butte functions, Jeff stated that the main water line is the town's responsibility; anything off the main would be the homeowners' responsibility is the general consensus, regardless of the installer. Attorney Jacob has argued that the installer would be the responsible party. Jeff will continue his research on this for further discussion.

**New Business:**

- Laddie stated the HOA needs to award Toad an extension to their Property Management contract that was awarded for one year in November 2015. Rob suggests that it might be easier to use the new Toad management contract format that was recently provided to the BOD. Discussion ensued over which approach would be easier, to award a new contract or generate an extension to the existing contract? The new Toad contract format had been sent via email to BOD members, but its purpose was not understood. Rob provided each BOD member with a hard copy of the Toad contract format for review at the meeting. The BOD members reviewed the pages of the proposed contract and agreed to independently read-over this contract format and propose any changes by Friday October 21 2016 with a goal to approve and sign a new contract not later than November 1<sup>st</sup>, 2016.
- Laddie presented a draft proposed survey to capture Larkspur homeowners' input for long-term BOD planning and budgeting. The proposed survey highlights Larkspur grounds beautification & tranquility, facilities and amenities, as well as future capital improvements & road maintenance. There was discussion about sending a hard-copy survey out to homeowners and lotowners with the yearly dues statement in January, hoping to get specific input at that time. Because this survey could be discussed at future meetings, the topic was tabled for future review.
- It was agreed to change the minutes of the BOD meeting held 9/20/16 to eliminate specific names of outstanding homeowners with outstanding A/R or of those in arrears. Identification would be limited to use the lot number of the property involved. Kim then made a motion to approve the minutes of 9/20/16, Bob seconded, all in favor, and the motion passed.

Meeting adjourned at 7:15 pm.

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Rob Harper, Toad Property Management, Inc.