

**LARKSPUR COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
TUESDAY, FEBRUARY 15, 2022 5:30 PM MST
318 ELK AVENUE
CRESTED BUTTE COLORADO 81224
VIA ZOOM**

Present by Zoom: Jeff Duke
Bob Pannier
Kim Dunn
Rewk Patten
Hannes Gehring, Toad Property Management
Jason Kidd
Emily Pannier

Hannes Gehring called the meeting to order at 5:45 p.m. and confirmed a quorum was present.

Jeff Duke noted that the minutes of the January 27 meeting listed an attendee that Jeff did not believe had been present at the meeting. Hannes agreed and said that he would have that attendee removed from the draft minutes.

There was a discussion of the fine schedule for violations of the STR policy. Bob Pannier said that the chief purpose of the fine schedule was to incentivize owners to report their rentals to the Board as required by Larkspur's STR policy. Bob agreed that this would be hard to enforce, and said that Toad would likely only know about an owner's failure to report their rentals in cases in which Toad reached out to contact owners about a problem and determined that they were not occupying the residence. Bob pointed out that owners who were fined would be able to come before the Board to argue their case if they disagreed with a fine. Kim Dunn noted that it was important to address the issue before Spring Break. Hannes suggested that the Board approve the outline of the fine schedule at this meeting and then have Beth Appleton, the Association's legal counsel, put together a formal policy for the Board's final approval. It was generally agreed that the fine schedule should consist of a warning for the first violation, followed by a \$500 fine for subsequent violations.

Jeff made a motion to adopt a one-time warning followed by a \$500 fine for subsequent violations as the fine schedule for the Short Term Rental Policy. Bob seconded the motion, and it was unanimously approved.

Hannes said that he would get in touch with Beth to have the policy formally drafted.

There was a discussion of the Tribe app. Kim explained that Tribe would create a dedicated forum for Larkspur owners to communicate about all topics related to the Association, including but not limited to plans for the Rec Lot. Hannes said that the cost would be \$49 per month for the Plus Plan, which best suited Larkspur's needs. Rewk Patten stated that he did not believe all owners would be interested in joining another social networking platform. Other Board members

agreed that participation in Tribe would not be mandatory, but would fill a communications need that had been expressed by multiple Larkspur owners. It was generally agreed that all Board members except Rewk would take time to better familiarize themselves with Tribe in order to make a decision at the next Board meeting.

Jason Kidd made a presentation on behalf of the Design Review Committee (DRC), regarding their request to hire Bart Laemmel to assist in the design review process. Jason said that the volume of reviews for the DRC had increased, with the DRC reviewing at least 4 homes for the upcoming year. Jason said that Bart Laemmel had put together a proposal based on his work for Buckhorn and came with excellent references from Buckhorn owners such as Ben Somrak.

Jason said that Bart would:

- Collect all the necessary documents and plans and distribute them to the DRC
- Go through a large part of the checklist to make sure the plans and documents were correctly prepared before the DRC reviewed them
- Meet with the contractors for a pre-construction meeting
- Organize the final review meeting

Bart's fee for accomplishing all of these tasks would be \$700 per property undergoing DRC review. Jason said that it was possible for DRC members to perform all of these functions themselves, but it had proved challenging to accomplish all tasks in a timely manner for all properties.

Emily Pannier said that it was important to have a professional reviewer who was capable of ensuring that homes were built according to the approved plans. Mary Poole said that adding in a layer of professional review would be helpful, in that it removed the neighbor relationship between the reviewer and the homeowner under review. Rewk said that he had not built a home yet and as a result wanted to keep associated costs to a minimum.

Jeff Duke made a motion to accept the DRC's proposal, which had been emailed to the Board, including the \$700 per build fee for Bart Laemmel's services to assist the DRC. Kim Dunn seconded the motion, and it was unanimously approved.

Jeff gave the Board an update on the water meters. Jeff said that he had communicated with the company used by the Town of Crested Butte, and that company offered a startup package of approximately 28 water meters plus the hand-held reader and all the software for \$28,000. Jeff said that Alpha Mechanical was open to performing installation of the meters. Jeff proposed presenting a plan to owners at the Annual Meeting, with a timeline of Summer 2023 for installation of water meters.

It was agreed that there were some logistical details remaining to be confirmed, including how a potential special assessment would be implemented. Rewk suggested instituting a special assessment for the computer, reader, and software, and then requiring each lot to pay for their own meters. Jeff said that he would continue to research the issue and would bring further information to the next meeting.

Jeff made a motion to adjourn the meeting at 6:55 p.m. Kim seconded the motion, and it was unanimously approved.

Prepared by Rob Harper, Toad Property Management

Action Items

To Do:	Responsible:
Reach out to Beth Appleton to have fine schedule for STR Policy drawn up.	Hannes
Follow the emailed link to learn more about Tribe.	Board (minus Rewk)
Aggregate questions related to the Rec Lot and transmit to Beth Appleton, once the results from Sebastian Puente's survey are available.	Board, Hannes
Continue to research water meters	Jeff