

**STB Turnover Committee
Meeting Minutes
Saturday, April 28, 2001**

Attendees:

Property Owners:

Present:	Jim Greenwood, Florida	Parcel 19
	Gail Greenwood, Florida	Parcel 19
	Tom Gore, Colorado	Parcel 8
	Jason Newham, Oklahoma	Parcel 33
	Dean Cornella, Colorado	Parcel 9
	Sam Knopp, Colorado	Parcel 71
	Candi Knopp, Colorado	Parcel 71
	Mark Trotta, Colorado	Parcel 69
	Pat Trotta, Colorado	Parcel 69
	Ken Hall, Colorado	Parcel 37
	Connie Hall, Colorado	Parcel 37
Via Phone:	Roy Bebee, Maryland	Parcel 14
	Wayne Herbert, Texas	Parcel 77
	Barbara Erwin, Arizona	Parcel 67
	Susan Revak, Kentucky	Parcel 24

Land Properties Representatives:

Adele Swift
Richard Frederick
Mike Butts

Discussion Topics:

1. Introductions were made. Jim Greenwood chaired the meeting, and Sam Knopp volunteered to act as Secretary.
2. Adele introduced the "Guidelines for Administering Your POA" book (hereinafter referred to as the "Manual") to the group. The 2nd Easement document in the Easements Section of the handbook was identified by Adele as being incorrectly included; it was replaced by an Easement document provided to the committee at the meeting. Copies are available via FAX from Adele to all who were not present.
3. The Manual will be turned over to the POA; it shall be updated by the Board of Directors each year.
4. The Articles of Incorporation have been filed with the Secretary of State, on January 21, 1999. These articles create and set up the corporation. The current members of the Board of Directors are identified in the Articles. Any changes to the articles must be filed with the State.

5. The By-Laws dictate how the corporation is run, and define the duties of the Board of Directors. They define the operations of the POA, its powers, and responsibilities. The requirement for an annual meeting of the POA is identified here. The Board of Directors must meet at least annually; it was discussed that quarterly is probably better.
6. A Checklist for POA Turnover is provided in the Manual. Several items on the checklist were discussed:
 - a) Accounts Payable turnover – will happen on or near the 23rd of June.
 - b) Registered Agent – a new registered agent (with a Colorado address) must be filed with the Secretary of State.
 - c) Bank Accounts – name should be changed on all accounts, after the 23rd.
 - d) Accounts Receivable will be turned over. Currently, A/R consists of utility payments, grazing lease, and some dues.
 - e) Liability Insurance – a new policy will be required. A committee member needs to be assigned to research possible insurance issues.
 - f) Easements will be transferred to the POA.
 - g) Accounting – POA needs to hire its own accountant (mostly for year-end taxes). Stockman Kast & Ryan are current accountants.
 - h) Notification needs to be sent out to all local title companies of new address of POA, so that the POA can be informed of any sales within STB.
 - i) Corporate books, files, and records will be transferred to POA.
7. A Board Meeting will be held immediately following the POA meeting on June 23, 2001. The Board will meet briefly to elect officers and schedule its first official meeting of Board of Directors. A reminder was given that any parties interested in serving on the Board need to declare their interest in writing to Land Properties prior to June 1, 2001. We will send out a notice to all who indicate an interest that they should try to plan to be available to meet on June 24th or 25th.
8. A Corporation in Good Standing. Attendees discussed actions required to maintain “good standing” status with Colorado Secretary of State.
9. Mineral Rights. It was discussed that the POA owns the mineral rights to Filings 4, 5, and 6. Uranium has been identified as a possible viable mineral on-site. To the best of the attendees’ knowledge, mineral rights for Filings 1, 2, and 3 are not owned by the POA or the individual land owners.
10. Covenants. A 2/3 majority of the property owners is required to make changes to the covenants. Land Properties has the right to annex additional property to STB, but they currently have no plans to do so. There are six outlying properties that have easements or access through STB, but are not governed by the covenants.
11. A Grazing Lease to Buddy Taylor is in effect from February, 2001 through February, 2004. Individual parcel owners can opt out of the lease by fencing their property; property taxes would be substantially higher for parcels excluded from the grazing lease. The Taylors are responsible for maintaining all perimeter fencing for their cattle during the term of the lease. Either party can terminate the lease with 90 days notice to the other. Other options for attaining a grazing lease exist, if the current one is terminated.
12. Bank Accounts. Two accounts exist: Dues Account (Pueblo Bank & Trust), and Utility Account (US Bancorp Piper Jaffray). Both are interest-bearing accounts.

- a) Dues account has balance of \$83,420; approximately 4 owners have not yet paid their 2001 POA dues.
 - b) Utility account has balance of \$210,096; known anticipated costs prior to turnover include \$40,000 (estimate only) to install DSL equipment for phone lines, plus miscellaneous charges.
 - c) Adele suggested we set up a budget for POA operating costs; a suggestion was made to invite contractors to the June 23rd picnic to get ideas on potential costs.
13. Taxes. Adele indicated the 1999 Federal taxes for the POA were approximately \$1,500.00; a nominal amount was due to the State.
 14. POA Annual Meeting. Adele indicated this is the most important function of the POA. A well-run and organized meeting can make or break the success of the POA. The Manual has tips and advice on how to run a successful annual meeting. Discussion was had regarding how many parcel owners need to be present at an annual meeting to conduct official business. Each parcel gets one vote on each issue.
 15. Ranch Access and Easements. All current Easements through STB were presented and discussed. Concern exists regarding unauthorized use of STB by hunters or other parties with gate codes. BLM owns several parcels within the ranch, and is not willing to sell. Gate access was discussed.
 16. Building "Community". Adele expressed the importance of establishing positive relationships within the STB community, and with our STB neighbors. The POA members need to work together, keep organized, and be flexible in dealing with each other. Items such as Leadership, Education, and Reasonableness were stressed.
 17. Road Construction and Maintenance by Developer. Land Properties indicated that they will make a final inspection of the roads, and make any necessary improvements prior to turnover. A gravel pit continues to exist on parcel 35; resolution of this issue is pending.
 18. Road Maintenance by POA. The POA is responsible for road maintenance within the ranch. Attendees discussed how to deal with damage to roads from large equipment during parcel owners' construction projects. The consensus of the attendees was that individual parcel owners should not be assessed for road damage. The POA will research and contract with a road maintenance company. Parties with easements (other than BLM) through STB pay yearly dues (\$395) to cover their road usage.
 19. Utilities. Some frustration was expressed regarding phone service to the property. Phone lines are complete within the ranch, but some problems exist in lines external to the ranch. It was indicated that phone service would be functional to parcel 69 by May 2nd; Mike Butts indicated he believed service would be available by May 8th. The electrical power infrastructure is functional. Maintenance for all utilities is the responsibility of the utility company, not the POA, with the exception of the DSL equipment, which the POA will purchase. This allows for more flexibility in the selection of DSL providers. Mark Trotta volunteered to assist with the DSL carrier selection. Wayne Herbert agreed to provide updated utility information on the STB Website.
 20. Trash Removal. Trash removal is presently contracted to Lone Wolf Disposal, and currently takes place monthly. The frequency of pickup can be increased on an as-

needed basis. Bear-proof containers were discussed for the trash site. The BLM has bear-proof trash containers available for home-owner's use.

21. Gate. Separate gate codes for different groups requiring access to STB was discussed. Mark Trotta volunteered to research this idea and have information available for members at the POA meeting in June. Parties, in addition to individual parcel owners, which should have gate access include the County Sheriff, BLM, and the Fire Department, as well as contractors, easement holders, and utility companies.
22. Fire Department. Mike Butts educated us on the hierarchy of fire fighting organizations in our ranch. The County Sheriff has top authority, and the Tallahassee Volunteer Fire Department is under his direction. Discussion ensued regarding the statement made by the Tallahassee VFD indicating they won't respond to fires in areas choosing not to contribute to their fund.
23. Mail Delivery. Mail is presently delivered to a central location near Dusty Thorne's property (the sheep ranch). Pat Trotta indicated that she looked into the rules and regulations for our ranch, and found out the following: Once 10 permanent addresses are created within the ranch, a cluster box will be provided at the STB entrance gate. Once 20 permanent addresses exist, delivery to individual parcels will be considered by the US Post Office.
24. Chairpersons for the following turnover sub-committees were selected:

Financial and Budget:	Wayne Herbert and Jason Newham
Road Maintenance:	Pat and Mark Trotta and Dean Cornella
Insurance:	Jason Newham and Betty Cornella
Turnover Coordinator:	Candi Knopp and Pat Trotta

These people are responsible to research their respective topics. They will work with Adele and Land Properties, and have information ready to present to the POA members at the annual meeting.

Thanks were given to all attendees, Land Properties, and Wayne Herbert for creating and maintaining our Website.

Adjournment was at 12:00 noon.