

**COBBLESTONE TOWNHOMES HOA**  
**ANNUAL MEETING**  
February 16, 2022

Minutes of the Annual Meeting of the Cobblestone Townhomes HOA, Pagosa Springs, CO, held by Zoom at 4pm MST.

I. CALL TO ORDER

II. ROLL CALL

- A) **DIRECTORS:** Kristin McCollam; Dick Roberts; Bruce Stuart, Steve Ward  
Bruce resigned his last year of directorship with Dick assuming the remaining year, and Steve Ward beginning a 3 year term.
- B) **HOMEOWNERS:** Kristin McCollam #1, Tammy Walters and Dina Jackson #3, Steve Ward #4, Dick and Cathy Roberts #5, Bill and Lauren Phillips #6, Bruce Stuart #8, Tammy Searle #9, Amanda Dronet #10, Chad Hodges #11, and Anthony and Crystal Perry #15.

III. PROOF OF NOTICE OF MEETING

Kristin McCollam sent notice of the meeting by email on January 14, 2022, to all directors and owners.

IV. APPROVAL OF MINUTES

Steve Ward moved to approve the November 16, 2021, minutes, Kristin McCollam seconded, and the motion was unanimously approved.

V. 2021 TOP ACCOMPLISHMENTS

- A) North facing fence completed, final Certificate of Occupancy  
B) New landscaper, attention to detail + early rain reduced water bill  
C) Added gutters/snow melt systems on #'s 12, 1, 2, 3  
D) Vacation Rental/STR rules & regs established  
E) Backflow valve installed, completed State of CO requirement  
F) Amended & Restated Bylaws, Rules & Reg, 10/28/2021  
G) Investigated water metering solutions. ~\$400 IOT devices, may pilot on irrigation system  
H) Initiated reserve study, Davis Engineering

VI. 2022 BUDGET

VII. 2022 PRIORITIES

- A) Clarifying Owner Insurance Requirements (when to send into HOA, Crystal to work on calendar)
- 1) Owner Insurance – HO6 “Condo” Policy
  - 2) Short Term Rental Insurance

- 3) Owner's Insurance Responsibilities
- B) Update CCRs to remove developer and add clarity (i.e. general & limited common elements, STR language added)
- C) Review reserve study (need working session to review), determine alignment and future budget
- D) Schedule/Complete regular maintenance items
  - 1) Staining of Units 1-3
  - 2) Inspect heated back flow valve
  - 3) Evaluate and fix snow melt equipment as needed
  - 4) Evaluate and fix asphalt and cement issues as needed
  - 5) Determine frequency for water meter replacement
  - 6) Hire inspector to review and advise per Reserve Study
- E) Identify projects for consideration
  - 1) Adding gutters on Unit 11, btw Units 4-5 and Units 6-7, on Unit 10 facing Unit 9
  - 2) Adding gutters and snow melt Unit 16
  - 3) Benches in Community Area (discussion of owners said no to benches)
  - 4) Discussed snow removal onto grass or visitor parking.
  - 5) River access (remain between Unit 9 and the Park)
  - 6) Website management (WordPress)

#### VIII. HAPPENINGS AROUND TOWN

- A) Pickleball Courts – will now be at NW corner of Yamaguchi South
- B) Gravel Pit – Developer proposing significant gravel pit off of Piedra Road (Stop the rocks initiative is February 23<sup>rd</sup> at 398 Lewis Street)
- C) Municipal Election, April 4<sup>th</sup>
  - 1) Mayor and three Council Seats
  - 2) Citizen led initiative workforce housing fee for STRs - \$150/bedroom/month
- D) City led Workforce Housing – 60 units – 12-16 @ 5<sup>th</sup> and Apache, 16-24 units South of Town Hall, TBD 8<sup>th</sup> Street Park
- E) Additional Development, Land Use Development code, etc. mypagosa.org

#### IX. KEY DATES

- A) HOA Dues
  - 1) Annual – due February 1, late if after February 10
  - 2) Quarterly – due February, April 1, July 1, and October 1
  - 3) Monthly – due first of the month + \$25/month to cover admin fees
  - 4) Late fees apply if received after the 10<sup>th</sup> of the month
    - a) 18% per annum + a late fee of \$20 per month
- B) Monthly Meeting dates – Second Wednesday of the month, pending solid agenda
- C) Insurance due dates
  - 1) Due upon issuance or renewal
  - 2) Highlight additional insured, loss assessment clause and STR rider



- D) STR Fee
  - 1) \$100 due March 1
  - 2) Reminder to make sure you are compliant with Rules and Regulations

X. ADJOURNMENT

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Secretary

To Be Approved at 2023 Annual Meeting