

# SFTR Governance Document Review Committee Meeting Minutes

**Location: Metro Operations Center**

**23 April 2021: 1:00-3:00 pm Mountain Time**

**Members Present:** Bill Nielsen, Tim Nash, Joe Richards, Rhonda Taillon, Mark Thomas, Craig Korth

**Members Not Available:** Rick Kinder, Bob Scott

**Guests:**

**Previous minutes approved.**

**Charter:** Review all SFTR Governance Documents for possible update via changes, amendments, or re-write. Compare against changing State and County guidelines and consider owner input.

**Document Hierarchy:** Federal, State, and County Laws and Regulations  
Protective Covenants, Conditions, and Restrictions (CCRs)  
Articles of Incorporation  
By-Laws  
Rules and Regulations

**Discussion / Action Items:** This was the fourth meeting of the committee established by SFTR Board of Directors vote on 5 Feb 2022.

- Reviewed previous meeting accomplishments for any additions/clarifications.
  - Preamble: Reword, team questioned the need to continue referencing “Baldwin”. **OPEN – Mark & Rhonda**
  - Article V: add: “and Owners Responsibilities” to title. **OPEN - Bill**
  - The “Whereas” paragraph on page 1 requires updating. **OPEN – Rhonda & Mark**
  - Para 3.3: Add e-mail as an acceptable method of contacting/notifying property owners. **OPEN- Bill**
- The team continued from paragraph 5.1.2 to take a page by page, paragraph by paragraph review approach to prevent jumping to a favorite topic with the possibility of missing something important.
  - Para 5.1.2.1: Rental agreements submitted to the “Association”. **Clarify**
  - Para 5.3: Rhonda provided the list of Conservancy Lots to inclusion in the CCRs:
    - J-6, J-7, J-8, J-9, J-10. **CLOSED**
  - Para 5.6: Joe to provide county guidance on temporary residence time limitations. **OPEN**
  - Para 5.7: Add last para of 5.6 (sanitary services) **OPEN – Bill**  
Add County guidance on temporary residences – **JOE**
  - Para 8.6: Rename to “Financials” or something equivalent.

- Para 8.6.1: Move to a more obvious paragraph (8.6 speaks to financials). Delete reference to para 4.6, remove last sentence, this to be clarified in the relocated and reworded paragraph - **Bill**
- General document:
  - Add a statement that owners are ultimately responsible for their actions and the actions of their visiting family and guests. **OPEN - Bill**
  - Add a statement that owners must ensure that during the building process they ensure adequate trash removal, sanitation services, and building permit is located on site. **OPEN**
  - Add a section covering the “construction process” **OPEN – Rhonda**

**Items to change/update/modify for Board review/approval include:**

Add to definitions: “Improvement”  
 “Proxy”  
 “Representative Agent”  
 “Absentee Voting”  
 “Mobile Home”  
 “Modular Home”  
 “Manufactured Home”  
 “Conservancy Lots”

\*Deconflicting CCR’s and By-Laws. Some items have been deemed more appropriate for the By-Laws. Special attention will need to be given ensuring that items are not deleted without being simultaneously incorporated in the other more appropriate document.

This meeting the team completed the review thru para 8.6.1.

**Meeting Tempo:** In response to the timeline the committee agreed to meet every 2 weeks to meet the June 2022 deadline. Initial meeting dates agreed to are:

12 March 2022  
 26 March 2022  
 9 April 2022  
 23 April 2022  
 7 May 2022  
 21 May 2022

**Future Actions to Consider:**

Web Page / Other Additions and Considerations:  
 Consider adding committee contact information.  
 Consider developing a Frequently asked Questions (FAQs) section on the Governance Documents page.  
 Restrictions on Radio Antennas, Windmills, Conex Containers

Clarify Guest Parking

Clarify Temporary Residences Requirements

Clarify number of single-family residences allowed per lot

Townhall: Consider holding a SFTR Townhall type meeting at a date/time to be determined but between document approval and ballot mailing to owners to explain changes.

**Topics For Next Meeting:**

Review previous meeting actions for modification or clarity.

Continue methodical review from Article VIII

**Next meeting:** 7 May 2022, 1:00 – 3:00 pm, Metro Operations Center