

**MILLER RANCH PROPERTY OWNERS' ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 20, 2019**

**MINUTES**

**ATTENDANCE**

Board Members in attendance were as follows:

- Kelly Malin
- Ty Ryan
- Jen Wanner

Other persons in attendance were as follows:

- Steve Stafford, Slifer Management Company
- Vincent Vigliotti, Slifer Management Company

**CALL TO ORDER**

Kelly Malin called the meeting to order at 6:00 p.m. The meeting was held in the Valley Home Store conference room.

**ESTABLISHMENT OF QUORUM**

With three out of five Board Members present, a quorum was established.

**KELLY MALIN RESIGNATION**

Kelly Malin informed those present that she will be selling her home in Miller Ranch and therefore will need to resign as a Board Member, since she will no longer be a Miller Ranch homeowner. She said that the sale of her home won't occur immediately, but based on recent sales activity in the neighborhood, it probably won't take long to sell and then close. Ty Ryan said that he thought it would be good if a new Board Member could be appointed sooner rather than later so there would be some overlap with Kelly's resignation date. Kelly said that if the Board appointed a new Board Member for her position, she would be happy to continue participating in an advisory position until May or June in order to help with the transition. Everyone present voiced their opinion that Kelly will be missed on the Board. Steve Stafford said the Board could operate with four Board Members until the next annual owners meeting or the remaining Board Members can appoint a new Board Member to serve for the remainder of her current term. Kelly said that her term runs through 2020 (technically at the annual owners meeting in January or February of 2021). She said that she believes that the Bylaws state that if the Board appoints someone to fill her position, the appointee's term would only run until the next annual owners meeting (i.e. the one held in January or February of 2020). There was some question about whether Kelly is an At Large or Single Family/Duplex representative. Steve Stafford said that he would research these questions and then send an email to all the Board Members with his answers and the Board's options. Kelly said that she thought it's important to get a new Board Member to fill her position, because it's been difficult to get everyone to show

up and it's important to be able to have a quorum at Board Meetings in order to get things done. Kelly mentioned that Ashley and Kori both have jobs that often require evening meetings, which sometimes makes it difficult for them to attend some of the Board Meetings. Steve asked the Board Members to give some thought about other owners who might be good choices for a Board Member position. Kelly said that if she's an At Large representative, she would recommend Mark Hoblitzell. Steve said that when he sends his email to the Board Members, he will ask them to try to come up with some owners who would be good choices. Jen Wanner recommended Mic Dickenson as a possible good choice. She said his background is in construction.

## MULCH

There was a discussion about whether the Association should install new mulch and add Eko compost this year. Steve Stafford said that he was reluctant to recommend new mulch this year because he's afraid that the Association will go over budget. The amount in the 2019 budget for landscape maintenance is \$150,000. The contract with Pristine Landscapes is \$127,438 and that does not include mulch or Eko compost. If the Association does mulch and Eko compost in 2019, that will add \$24,645 to the landscape maintenance contract for a total of \$152,083, which puts the Association over budget even before tree spraying and any of the assorted other repair and improvement projects that usually arise during the season. If the Association only turns over the mulch and adds Eko compost, that will add \$11,995 to the landscape maintenance contract for a total of \$139,433, leaving \$10,567 for tree spraying and miscellaneous repair and improvement projects that might arise. Steve said that he had met recently with David Probst and David had told him that to save the Association some money, he would be willing to do the turn over of existing mulch with his flower crews, instead of all at once over 4 or 5 days like he usually does it, and that way he would absorb all the cost of turning over the mulch. David said that the cost of adding Eko compost only would be approximately \$6,200 and then his flower crews could turn over mulch as they go, over a four or five week period, at no additional cost. That would add approximately \$6,200 to the landscape maintenance contract for a total of \$133,638, leaving \$16,362 for tree spraying and miscellaneous repair and improvement projects. Steve said that based on his reluctance to recommend anything that is going to make the Association go over budget, he recommended just adding Eko compost this year and having Pristine turn over mulch as they go over a four or five week period of time. Ty Ryan wondered if it might make sense to install new mulch in a part of the neighborhood and then add mulch to other parts of the neighborhood in subsequent years. Steve said that when mulch was staggered like that over a two year period in the past, it resulted in many complaints from those who didn't get new mulch in their "off year". Steve said that the Association should definitely look at the mulch in the fall to determine whether it would be advisable to plan on adding it in 2020. The Board then voted in favor of not adding new mulch, having the flower crews turn over the existing mulch when they do their spring clean-up of the flower beds and having Pristine add Eko compost again this year.

#### GOVERNANCE POLICIES

Ty Ryan had previously emailed Steve Stafford some proposed changes to several of the governance policies. Steve had emailed them to Mary Isom to get her input on the proposed changes. Mary had sent Steve her comments about the proposed changes and Steve had forwarded Mary's email to the Board Members. There was a discussion about the importance of getting materials and agendas to the Board Members well in advance of meetings and to get the agenda posted on the Association's website. After further discussion, the Board then voted to delay discussion of this topic until the next Board Meeting, when hopefully all of the Board Members would be present to participate.

#### INVESTMENT OF REPLACEMENT RESERVE FUNDS

Those present voted to delay discussion of this topic until all the Board Members were present and the Association's accountant, Heidi Hanson, is present.

#### UPDATE OF REPLACEMENT RESERVE STUDY

Steve Stafford said that the study was almost complete. He will forward it to the Board Members after it's completed.

#### DEVELOPMENT OF STANDARDS FOR LARGE EVENTS

Steve Stafford said that he thought that this should be delayed until the full Board could discuss it and those present agreed.

#### LANDSCAPE MAINTENANCE SPECIFICATIONS

Steve Stafford said that Vincent Vigliotti had previously emailed the landscape maintenance specifications to the Board Members. Steve asked those present to review the specifications and to then let him and/or Vincent know if they had any questions or comments about them.

#### REVIEW OF FINANCIAL STATEMENTS

Steve Stafford asked those present to review the February 2019 financial statements after the meeting and to then let him and/or Heidi Hanson know if they have any questions or comments. Steve said that there was nothing of very much interest in the statements.

#### MINUTES FROM NOVEMBER 28, 2018 BOARD MEETING

Steve Stafford asked everyone to review the minutes after the meeting and then approve them or suggest any changes by email.

#### MINUTES FROM JANUARY 22, 2019 ANNUAL OWNERS MEETING

Steve Stafford asked everyone to review the minutes after the meeting and then approve them or suggest any changes by email.

#### ASSOCIATION WEBSITE

Steve Stafford said that the new website was operational, and he feels that it's much easier to use, it's less expensive and it's easier to administer. He said that they have not migrated all the

old documents, but they are saved on computers and on flash drives, so they can be added to the website if and when desired. Vincent said that he has asked David Probst for a landscape maintenance schedule so he can post it on the website. All dates will be subject to change due to weather conditions and labor availability. Kelly Malin suggested that an email be sent to owners telling them about the new website and about the landscape maintenance schedule. Vincent said he would lean on David for the schedule. Steve said that he thought that Karen Parra had set something up on the new website which would allow an owner to send an email directly to the Board Members. Steve would be copied on that email, but it would give an owner assurance that the Board Members would get that email. He said he would check on that. He said that pictures of the neighborhood will be added to the website in the future. Right now the picture is just a generic one.

#### ADDITIONAL PAINT SCHEMES

Kelly Malin said that getting additional paint combinations is her project and she will commit to getting that done before her resignation date. Jen Wanner asked Kelly if she needed any help. Kelly said that she just needs to go to Sherwin Williams and ask them to come up with a few more color combinations. She's thinking about maybe a brownish/grey combination and maybe one or two other new color combinations. Ty Ryan explained to Jen Wanner, as a newer Board Member, that the Board is trying to maintain the variety of color schemes in the neighborhood, but also to offer several new ones to pick from. The Board is really just trying to keep identical color schemes from being adjacent to each other. Ty said that it would be good if the Board could categorize what houses have what color combinations. Vincent Vigliotti said that Slifer Management Company has an original map that shows that information. It's not guaranteed to be accurate, but it's a starting point. Ty asked if Vincent could share that with the Board and Vincent said he would. Jen asked what the penalties are for not repainting after the Board and/or management requires it and Ty gave her a copy of the repainting rule to review. Everyone agreed that the penalties were set high because otherwise owners would simply pay the penalties to avoid the bigger expense of repainting. Jen asked if the repainting rule applies to fences too. Steve Stafford said that the Association can use a more general rule that allows the Board to require owners to do something about fences that are badly in need of restaining or repair.

#### NEXT BOARD MEETING

The next Board Meeting will be held at 6:00 p.m. on Wednesday, April 17, 2019 in the Valley Home Store conference room.

#### PERSONAL ITEMS STORED OUTSIDE

Vincent asked for direction on how strict the Board wants management to be with personal items stored outside on porches or elsewhere. There was a discussion about this. The Board emphasized the importance of being consistent with all owners. Appliances and indoor furniture are not acceptable to be stored or placed on porches or anywhere outside where it is visible. The Board asked management to ask one or more of the trash removal companies to see if they would be willing to supply one or more dumpsters onsite for a few days and then management could

inform residents that this is their opportunity to get rid of their junk. The Board asked management to get back to them with the cost of doing this.

#### ALLEYS

There was a discussion regarding parking issues and snow removal issues in the alleys. Vehicles parked in alleys are parked partially on private property and partially on Eagle County property. They are never parked on MRPOA property when they are parked in the alleys. It would be possible for the Association to have their snowplow company do snow removal in the alleys now and then. It would cost the Association some money, however it would be a big improvement for snow removal in the alleys. There are substantially fewer vehicles parked in the alleys during the daytime hours than when the Eagle County snowplows come through the alleys. Ty Ryan suggested that possibly Eagle County and the Association could pick certain days every month when all vehicles have to be removed from the alleys for snow removal. Steve Stafford pointed out that a bobcat or other small loader owned by the Association's snowplow contractor would be much more maneuverable and could move a lot of snow even with some vehicles still parked in the alley.

#### MILLER RANCH HOUSING GUIDELINES AND APPLICATIONS

There was a brief discussion about the Miller Ranch housing guidelines, procedures and applications and changes thereto. Those present were very clear that the Association does not have anything to do with the guidelines, applications and procedures. The Eagle County Housing Department apparently has the right to make changes to the guidelines, applications and procedures. The deed restriction is recorded with the Eagle County Clerk and Records office. Most of the guidelines and procedures are not even subject to approval by the Eagle County Commissioners.

#### ADJOURNMENT

There being no additional business to transact, the meeting was adjourned.

Respectfully submitted,

  
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Steve Stafford, Community Association Manager