

**MILLER RANCH PROPERTY OWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 28, 2018**

MINUTES

ATTENDANCE

Board Members in attendance were as follows:

- Kelly Malin
- Ty Ryan
- Camille Thurston
- Ashley Perrigaud

Other persons in attendance were as follows:

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

CALL TO ORDER

Kelly Malin called the meeting to order at 6:10 p.m. The meeting was held in the Valley Home Store conference room.

PROGRESS BETWEEN BOARD MEETINGS

There was a discussion about getting more things done in between Board Meetings via email. Management must implement things that are approved during a Board Meeting much quicker so that they don't have to be dealt with again at the next Board Meeting. Things have been lagging too much in between Board Meetings. The Board also asked management to get the proposed agenda and related documents to the Board Members sooner before Board Meetings so that the Board Members would have more time to review the documents. One week prior to Board Meetings was suggested as a preferred amount of time. Camille Thurston suggested that the Board and management use some type of list / tracking software to track progress on "to do" items. She said that she would email some options for this type of tracking program.

RESPONSIBLE GOVERNANCE POLICIES

There was a discussion about possible changes to several of the responsible governance policies. Ty Ryan read several suggestions to those present. He then said that he would email them to Steve Stafford. The Board directed Steve to run the proposed changes by Mary Isom, the Association's attorney, to get her input.

REPLACEMENT RESERVE FUNDS

There was a discussion about the replacement reserve funds. Heidi Hanson said that they are being held in an interest bearing account at FirstBank. The Board Members were fine with that.

UPDATE TO REPLACEMENT RESERVE STUDY

There was a discussion about a proposal from Borne Consulting for an update to the replacement reserve study that was originally done in 2010. The Board Members approved the proposal.

REPAINTING RULE

The Board Members who were present signed the repainting rule that was approved in the prior Board Meeting. Steve Stafford said that he would hand carry the document to Kori Beckman for her signature. The Board approved the memo to single family and duplex owners that had been drafted by Steve. The Board directed Steve to email the new fully executed rule and memo to all single family and duplex owners as soon as possible and to also post the documents on the Association's website.

LANDSCAPE MAINTENANCE

There was a discussion about the landscape maintenance proposals that had been submitted by 4 different contractors. Vincent Vigliotti informed the Board that Mike Stevens, with SHC Landscaping, has taken the position that if they don't get the landscape maintenance at Miller Ranch in 2019, they will no longer do the snowplowing at Miller Ranch. The Board took that into consideration in their review of the proposals. The proposals from Ceres Landcare and SHC Landscaping were the most expensive of the proposals. The proposals from Rocky Mountain Custom Landscapes and Pristine Landscapes were the most competitive. Pristine Landscapes submitted two different proposals, one of which included having two designated employees onsite in Miller Ranch five days a week. After discussion, the Board decided to approve the proposal from Pristine Landscapes which included the two designated employees onsite five days per week. The Board directed Vincent Vigliotti to work on "standards", especially as they relate to the flower gardens, so that they could be distributed to owners and help them understand what is included in the Association's landscape maintenance contract and what is not included.

FINANCIAL STATEMENTS

Heidi Hanson presented a review of the most current financial statements, which included the October 31, 2018 balance sheet and year-to-date budget comparison income statement. Projecting through the end of the year, the Association should end up with about \$10,000 net income. There might be another \$3,000 or so of landscape maintenance expense that will be incurred this year. The water bill comes from Eagle County for irrigation water from Freedom Pond.

DELINQUENCY REPORT

Heidi Hanson presented the delinquency report. There are currently no accounts that are too worrisome. Most of the delinquent owners are on payment plans.

PROPOSED 2019 BUDGET

Heidi Hanson had previously emailed the proposed 2019 budget to the Board Members. There was a discussion about the proposed budget. The Board directed Heidi to revise the proposed budget with the new landscape maintenance amount. The Board will have a better feel for what

is needed in the replacement reserve fund after the update to the replacement reserve study is completed, but that won't happen until sometime in 2019. The Board directed Heidi to make sure that the cost of tree replacements, for the trees that were blown down during a previous storm, and which has previously been approved, is included in the proposed budget. This cost will be paid for with replacement reserve funds. Heidi will email the amended proposed budget to the Board Members after changes are made.

NEXT BOARD MEETING

Those present decided that they might want to have a Board Meeting in early January to get ready for the Annual Owners Meeting. Steve will poll the Board Members prior to that time.

APPROVAL OF MINUTES

There was a discussion about the Minutes from the October 17, 2018 Board Meeting. The Minutes were then approved.

ASSOCIATION WEBSITE

Steve Stafford said that his internet tech consultant, Bill Douglas with Mountain Digital, is working on getting the millerranchhoa.com domain name from AtHomeNet. It's been a frustrating process, but Bill thinks it's about done. Once the Association has control of the domain name, Karen Parra, with Slifer Management, is prepared to set up the new Association website at ebizwebpages.com. It will only take her four or five days to set up the new webpage once she has control of the domain name. The AtHomeNet webpage will then be closed. The Board didn't want this to drag out any longer, therefore they directed management to purchase the domain name millerranchpoa.com in case it's needed. The cost for this is minimal. If management doesn't have control of the millerranchhoa.com domain name by December 17, 2018, management should abandon it and set up the new Association website at millerranchpoa.com.

ADDITIONAL PAINT SCHEMES

There was a discussion about coming up with several additional paint schemes for owners who wish to change their paint schemes when they repaint. Kelly Malin volunteered to go to the Paint Bucket and enlist their assistance with this project. She'll bring back the results to the Board.

ANNUAL OWNERS MEETING

The Board decided to have the Annual Owners Meeting at 6:30 p.m. on Wednesday, January 23, 2019 in the Miller Ranch Community Center Event Room.

STANDARDS FOR LARGE EVENTS

There was a discussion about standards for large events. The Board decided that the following characteristics would make an event subject to Board approval:

- If the event exceeds 30 – 50 (yet to be determined) attendees.
- If alcohol is served at the event.

- If the event is held outside private property.
- If the event includes amplified music.

An event won't be approved if it includes the above four characteristics, although the Board will consider variances. Any event approval application must address the above items and how the organizers will handle them. The Board directed Steve Stafford to send a proposed policy to them.

ADJOURNMENT

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

Respectfully submitted,



Steve Stafford, Community Association Manager