

The Ranches HOA Board of Trustees

Meeting Minutes

11/10/11

1. Call to Order / Roll Call / Establish Quorum / Proof of Notice:
 - a. Meeting called to order at 6:07 PM
 - b. Trustees Present: Larry Veblungnes; Jon Barclay; Josh Schreiner; Jon Celaya; Teresa Edwards arrived at 6:20 PM
 - c. Others Present: Roger Shirin (Homeowner); Tyson Dewsnup (Saddle Rock Ranch Delegate); Ryan Kent (Rocky Mountain Landscape); Brian Haskell (Management) ; and Georgina Pitcher (Management).

2. Approval of minutes for 10/13/11
 - a. Motion made by Josh Schreiner to approve the minutes as submitted; 2nd by Jon Celaya; (2 Yeas – 2 Abstain). Motion tabled until next meeting.

3. Open Forum:
 - a. No Public Comment

4. Officer Report:

Treasurer's Report – Report Submitted

5. Committee Reports:
 - a. DRC – Minutes Submitted
 - b. Planning – No Meeting Scheduled
 - c. Landscape – No Meeting Scheduled
 - d. Welcome – Misty York

6. Management Report – Report Submitted
 - a. Management reviewed the report and highlighted the efforts that have been made by both staff and homeowners to bring properties into compliance with the guidelines. Gratefully, many homeowners have been choosing to cooperate and follow the guidelines resulting in a reduction, by approximately 50%, of the number of violations outstanding.

7. Previous Meeting Follow-Up
 - a. Report submitted

8. New Business
 - a. **Landscaping 2012 Budget** – Review and Discussion:
 - i. Ryan Kent from Rocky Mountain Landscape discussed the work completed during 2011 and the status of current fall cleanup efforts.
 - ii. Ryan presented a proposed increase in the Landscape Maintenance budget for 2012 to allow for an increase in staff dedicated to Gardening. He proposed an increase in the number of man hours to allow a dedicated “full-time” gardening crew dedicated to work in The Ranches project.

- iii. Ryan also proposed adjustments in a few of the line items to more closely reflect what has been learned and experienced over the last two years. His proposed Landscape Maintenance Budget reflected a net increase of \$21,475 from the 2011 budget.
 - iv. The Board expressed appreciation for the work that has been done and commented on how the landscaping looks great now and complimented Ryan and his staff on a job well done.
- b. **Snow Removal 2012 Bid Approval** (Carried over from October 13th Board Meeting):
- i. Larry Veblungnes discussed his proposal to provide snow removal services for the 2012 snow season.
 - ii. When asked about the potential for a conflict of interest with his position on the Board he stated that he did not see it as a conflict of interest. He explained that he would recuse himself from voting on the bid proposal and has had no knowledge about the other bids that have been submitted.
 - iii. He further explained that he would rather stay on the Board and lose the snow removal contract if that decision became necessary. His only desire was to see if he might be able to save the Association some money by providing a less expensive service.
 - iv. Some Board members expressed concern over the perceived conflict of interest that some homeowners may see if a contract was awarded to a sitting Board member.
 - v. After much discussion a motion was made by Teresa Edwards to accept the snow removal proposal provided by The Real Estate Group for 2012. Citing concerns over the potential for a conflict of interest as the reason for not accepting the proposal from Larry's company. 2nd by Josh Schreiner; Approved 4 Yeas; 1 Abstain.
- c. **2012 Budget Approval:**
- i. Management explained that the proposed budget reflects an operating deficit of \$13,678.60. This budget was proposed following discussion at the October 27th Budget working meeting.
 - ii. In order to balance this deficit the Board will need to make a decision to either reduce expenses or reduce the planned reserve contribution.
 - iii. The Board discussed the recently completed reserve study, and expenses that may be reduced for 2012.
 - iv. Motion made by Josh Schreiner to approve the proposed 2012 budget as presented with an adjustment to the Landscape Maintenance expense in an amount necessary to balance the operating deficit. A copy of the revised budget to be provided to all Board Members. 2nd by Teresa; Approved Unanimous.

Adjourn Meeting or Executive Session

Motion made by Josh Schreiner to adjourn the meeting; 2nd by Jon Barclay; Approved Unanimous.

Meeting Adjourned at 7:29 pm

Minutes recorded by Brian Haskell

Minutes typed by Brian Haskell on 11/10/2011

Secretary Signature

Date