



MEADOW RANCH
CONDOMINIUM ASSOCIATION
2023 ANNUAL OWNERS
MEETING



AUGUST 28, 2023

Willow Creek Management Services, Inc., 100 Elk Run Drive, Suite 121, Basalt, CO 81621

Meadow Ranch Condominium Association, Inc.

Contents

Notice of Meeting..... 2

Agenda.....3

Minutes of 2022 Annual Owners Meeting..... 4

Approved 2023 Budget 7

Ballot..... 8

Background Information Provided by Board Candidates..... 9

Proxy.....11

Meadow Ranch Condominium Association, Inc.

Notice of Meeting

2023 Annual General Meeting
Monday, August 28, 2023, at 6:00 pm

Snowmass Fire Station 45

5275 Owl Creek Road, Snowmass Village, CO 81615

The annual owners meeting for the Meadow Ranch Condominium Association will be held on Monday, August 28, 2023, at the Snowmass Fire Station at 6:00 PM Mountain Time. Owners may attend in person, via Zoom videoconferencing or by proxy. If a quorum is present, either in person, remotely or by proxy, elections for the Board of Directors will be held.

If you are unable to attend the meeting, please sign the attached Proxy Form and return it to Willow Creek Management Services, Inc., before the appointed meeting time. Please, email the attached Proxy Form to johnhoward@willowcreekms.com or have your agent bring it to the Annual Meeting.

Zoom Meeting ID: 882 4440 1812

Passcode: 889407

Link: <https://us02web.zoom.us/j/88244401812?pwd=YTFvRDdpMStmcGdwbGdvamtqVUMvZz09>

To participate by phone, find your local call in number here: <https://us02web.zoom.us/j/88244401812?pwd=YTFvRDdpMStmcGdwbGdvamtqVUMvZz09>

Meadow Ranch Condominium Association, Inc.
c/o Willow Creek Management Services, Inc.
100 Elk Run Drive, Suite 121
Basalt, CO, 81621
johnhoward@willowcreekms.com Cell: (970) 379-0170

Meadow Ranch Condominium Association, Inc.

AGENDA

Board:

Biege Jones, President

Mike Potter, Treasurer

Gerry Schwartz, Secretary

Lance Clarke

Joe Glick

- I. Call to Order
- II. Roll Call (Proof of Quorum)
- III. Proof of Notice of Meeting
- IV. Approval of 2022 Annual Minutes
- V. Reports
- VI. Approved 2023 Budget and Financial Review
- VII. Old Business
- VIII. New Business
 1. Short-term Rental Policy
- IX. Homeowners Forum
- X. Election of Officers
- XI. Adjournment

MEADOW RANCH HOMEOWNERS ANNUAL MEETING
MINUTES
AUGUST 30, 2022

Board Members Present: Biege Jones, President
George Russell, Vice-President
Mike Potter, Treasurer
Gerry Schwartz, Board Member

Owners Present:	Biege Jones	Dan & Judy Smith
	Shaun Springer	Rick & Margie Fey
	Mike & Gigi Potter	Susan Philip, Lance Clarke
	Jason & Haley Taets	Brandon Manka, Betty Shou
	Jan & Brian Porter	George & Mary Russell
	Sally & Gerry Schwartz	Arthur Burrow

Proxies Received: Zanin Family Investments LLC
Thomas & Susan Levine

Others Present:

Stan Stokes, MMM
Tyler Newton, MMM

President Jones called the meeting to order at 5:00 p.m.

Minutes of Last Annual Meeting: There were no corrections or additions to the minutes of the last annual meeting held on August 30, 2021.

Bus Stop Update: The project to build a new bus stop on Owl Creek has been in discussions with the TOSV for over 10 years, but substantial progress has been made this year. The town has received the land from Meadow Ranch and the documents have all been filed with Pitkin County. The TOSV is now responsible to bid and build the new station. Meadow Ranch legal expenses of \$1800 have been submitted to the TOSV for payment.

Traffic Safety: A safety issue was brought up regarding the sight lines at the intersections of Lohrs Court, Fawn Court, and Owl Creek. Previously, the TOSV Transportation Department had been asked to install a mirror at these locations, but the request had been denied because of plowing issues. After further discussion, the Board agreed to revisit this matter with the Transportation Department.

Policies: The nine proposed policies prescribed by Colorado law have been posted on the website. The first policy is the Adoption of Policies, Procedures, Rules, Regulations, or Guidelines which had been posted previously. In the absence of any owner comments, the Board moved and approved adoption of this initial policy. There will be an open period for the next month for comments by the homeowners on the remaining eight policies. In response to homeowner input, the Board will make appropriate

revisions before approving one or more of these policies. If substantial changes are made to a policy, it will be posted again for homeowner review.

Old Business:—

Sidewalk Project:

There are three more sidewalks to complete. There have been issues with one owner who has held up progress due to the presence of rental tenants. The Board has always tried to accommodate owners in this regard, but perhaps a new policy should be developed to prevent this situation in the future. Nonetheless, the sidewalk project is still scheduled to be complete next year.

Outdoor lighting:

MMM was asked to check on some outdoor light wiring that seemed exposed.

Small owner projects:

One owner commented that it was very difficult to find a contractor for small jobs and perhaps the Association could facilitate hiring a contractor to undertake several smaller projects for Homeowners. The Board would not want this type of responsibility due to liability. However, it was suggested that a neighborhood chat type system, organized by homeowners, to communicate with each other might be beneficial for owners.

Electric Vehicle Charging Stations:

Electric charging stations were discussed and how to fund the cost. MMM said they will look into it in more detail. With the increase in EVs, eventually Meadow Ranch will have to address this issue.

Tree Removal:

Earth-Wise Horticulture examined all the trees that were removed including using a resistometer which measures the internal health of the tree. That technology can identify symptoms of an ailing tree not always obvious to external examination. After discussion, it was decided that MMM and/or the Board would continue to review the flagged trees for removal or trimming, prior to approving the contract and the commencement of work.

Financials:

The annual budget is posted on the Meadow Ranch website and copies were provided to all meeting attendees. Collections this year were better than ever and all expense accounts are on budget. Concern was expressed by one homeowner about special assessment notification. After 30 days, a second notice is sent reminding Homeowners of overdue assessments. MMM will review their procedures to make doubly sure every owner is properly notified of any outstanding dues or assessments.

President Jones asked if there were any other comments on the Annual Budget and none were forthcoming. Absent any dissent from the homeowners, the budget for this fiscal year remains as previously approved by the Board.

The policy on reserve funds was discussed. We have contacted several financial institutions regarding the best investment scenarios for the reserve monies of about \$750,000. Under Colorado law and the Meadow Ranch Declarations, the HOA can only invest in insured CD's and U. S. Treasury Bonds. A recommendation was made to invest the reserve funds in Treasuries with a professional broker. It 2

was agreed that Board members would select a suitable financial house, preferably located in the region, to develop and implement a laddered approach for investing in US Treasuries or brokered CD's.

Manager's Report:

Tyler Newton advised the owners present that he has taken over from Steve Frischman since Steve's retirement. Painting is basically on schedule but with some shifting due to weather, unit occupancy, etc. He is working on better communication between all parties. The sidewalks have been delayed, but this year's construction will begin shortly. Misuse of the trash bins has been a challenge, especially furniture and appliances. Tyler is working to get this under control by educating owners on proper disposal. Tyler has been working with the Town on updated signage.

The decision to terminate EverGreen ZeroWaste, the composting company, for performance issues was discussed.. The Town has free composting outside its maintenance facility along Owl Creek Road. Due to bear concerns, the TOSV does not allow individual unit container pick-up.

The website is working well for documentation and notifications. Tyler's e-mail is Mighty4@mightymousemanagement.com and his phone listed in the packet. Please reach out to Tyler if you have any problems or comments.

New Business: Short Term Rentals:

Past President Lance Clarke has been to several TOSV meetings and voiced some concerns about STRs. Realtors and owners who rent are in favor of status quo while many residential communities would like to restrict STRs. He suggests everyone make their feelings known to the Town Council which is reluctant to do anything radical at this point. However, it is considering limiting all single-family homes to 52 days a year, but other units, i.e. condos, would have no limitations.

This matter was discussed at length by the attendees with several suggestions, but no consensus was reached. The Board will continue to monitor TOSV Council activities and attempt to develop some approaches that would meet the needs and best interests of Meadow Ranch.

At the close of the meeting, George Russell said he has appreciated being on the Board but will be leaving the Board in March. A thank you was made to all the Board members for their hard work.

The meeting was adjourned at 7:25 p.m.

Meadow Ranch HOA
Meadow Ranch HOA Budget 2023-2024
 May 2023 - April 2024

	Total Budget
Income	
100 Operating Assessment Income	275,156.00
Total Income	\$ 275,156.00
Gross Profit	\$ 275,156.00
Expenses	
Additional Management	0.00
Building Repairs & Maint.	0.00
Contracted Services	0.00
660 General Grounds Maintenance	58,350.00
661 Irrigation System and Maint	5,295.00
662 Management Grounds Maint.	5,900.00
663 Mowing	23,750.00
664 Snow Removal- Plowing	12,032.00
665 Snow Removal- Shoveling	38,025.00
666 Tree Trimming & Removal	5,000.00
667 Tree and Grounds Spray	9,000.00
Total Contracted Services	\$ 157,352.00
Management Services	
672 Insurance	2,600.00
674 Management Fee	37,200.00
675 Professional Fees/ Legal Services/ Tax Prep	7,800.00
Tax Preparation	750.00
Income Tax	2,904.00
676 Property Tax-Sinclare Meadow	230.00
677 Administrative Services	2,700.00
678 Misc Office	300.00
Total Management Services	\$ 54,484.00
Utility Services	
650 Cable TV	38,496.00
652 Electric	2,196.00
653 Trash Collection	18,000.00
654 Water	11,000.00
6580 Supplies-Office	0.00
Total Utility Services	\$ 69,692.00
Total Expenses	\$ 281,528.00
Net Operating Income	-\$ 6,372.00
Other Income	
101 General Capital Assessments	183,495.00
688 Walkway Assessment	60,000.00
Interest Income-MMF	0.00
Total Other Income	\$ 243,495.00
Other Expenses	
Capital Expenses	0.00
682 Parking Lot Drainage	5,000.00
683 Painting Capital Expense	107,606.00
684 Parking Lot Maintenance	20,000.00
Total Capital Expenses	\$ 132,606.00
Total Other Expenses	\$ 132,606.00
Net Other Income	\$ 110,889.00
Net Income	\$ 104,517.00

Meadow Ranch Condominium Association, Inc.

2023 Ballot

to select the members of the Meadow Ranch Condominium Association's Board of Directors

This is not a mail-in election. Owners may vote by attending the annual meeting of the owners of Meadow Ranch Condominium Association on Monday, August 28, 2023, at Snowmass Fire Station 45 at 6 PM Mountain Time or by attending this meeting remotely via Zoom videoconferencing or by proxy. Please see the attached meeting notice for further information on how to attend this meeting. Fire Station 45 is located at 5275 Owl Creek Rd in Snowmass Village.

Owners may vote for as many as five Directors. Cumulative voting is allowed. An asterisk (*) on the list below denotes a current Board member.

2023 Board Candidates:

- Biege Jones*
- Gerry Schwartz *
- Mike Potter*
- Joseph Glick*
- Lance Clarke*
- Other: _____
- Other: _____
- Other: _____

(Board candidates/members must be unit owners.)

If your unit is titled in the name of a legal entity such as corporation or limited liability company and not held in your personal name, you must certify your authority to vote by signing below:

I hereby certify that I am the voting representative for the legal entity that owns this Meadow Ranch unit:

Signature

Signature

Date

Printed Name

Unit

If you are directing a proxy on how to vote on your behalf, please be sure to complete, sign and return the attached Proxy to Willow Creek Management Services, Inc., prior to the annual meeting on August 28 via facsimile to (970) 927-9163; via email (as a pdf attachment) to johnhoward@willowcreekms.com; or via mail (USPS) to Willow Creek Management Services, Inc., 100 Elk Run Drive, Suite 121, Basalt, CO, 81621.

Background Information Provided by Board Candidates

Lance Clarke

26-year full-time resident of Meadow Ranch. 10 years on the Meadow Ranch HOA Board; 8 years as President. Retired Community Planner- last 20 years as Planning Director for Pitkin County.

Joseph “Joe” Glick, Esq.

Born Pittsburgh, PA 1957. Graduated University of Pittsburgh 1979 (Magna Cum Laude). Employed by Allstate Insurance Company 1979 - 1983. Graduated Nova Southeastern University, Shepard Broad School of Law 1986. Member of the Florida Bar since 1986. Board certified by the Florida Bar as a civil trial specialist since 1992. Part time resident of Pitkin County since 2002. Resident of Meadow Ranch since 2007.

Robert “Biege” Jones

Long-time upper valley resident. Over 20 years living at Meadow Ranch. I moved to Snowmass Village from Aspen for a quiet lifestyle of hiking, biking and skiing right out our front doors. I am committed to helping contribute to our sense of community within our residential neighborhood. Contributing to our sense of community and a healthful way of life is of primary concern to me. During my time on the board, I have been enthusiastic about maintaining our grounds, parking lot, and general appearance to the highest standards while being keenly focused on our quarterly dues being used wisely and cost effectively.

Michael “Mike” Potter

I built my Unit C-12/ 80 in 1975-76 and have been on the Board since 1995. I have worked with different management companies and many different managers and sub-contractors. I have had a good working relationship with them all. I have a good understanding of the workings of Meadow Ranch, its infrastructure, and the projects that need to be completed yearly and in the future. I field many calls every year concerning different homeowner issues, solving some myself and passing others on to the responsible party. This year I worked with Black Hills Energy and their sub-contractors on the new regulator station at the entry to MR and TOSV on the long-awaited bus stop.

As treasurer, I review all invoices before signing MR checks to the various vendors. I keep track of all snow shovelings and plowing days. I review all the monthly bank statements and work with the other board members on investing MR funds. I look forward to continuing as a member of the Board.

Background Information Provided by Board Candidates, Continued

H.G. “Gerry” Schwartz, Jr., PhD., P.E., NAE

My wife Sally and I bought our home in Meadow Ranch in 1999 and have enjoyed living here part-time ever since. We are particularly pleased with the many improvements made to our community over the past 24 years. Our two sons and two grandsons all enjoy spending time here as well – all are accomplished skiers. And our eldest is an avid fly fisherman.

I am a civil engineer and spent my entire career with Sverdrup/Jacobs retiring as Chairman of Jacobs Civil, responsible for the civil engineering practice of this very large, international engineering firm. Our work ranged from the design and construction management of metropolitan water and wastewater treatment plants to highways and major bridges, to rail and transit systems, to large water supply and transportation tunnels.

Professionally, I served as President of both the Water Environment Federation and the American Society of Civil Engineers. I have served on numerous corporate and non-profit boards, including my condo association in Florida, and university advisory committees.

I have been on the Meadow Ranch Board for about two years and would welcome the opportunity to continue.

Meadow Ranch Condominium Association, Inc.

Proxy Form

Name of Homeowner: _____
(Please Print)

Unit Number: _____ (one vote per unit)

Email address: _____

SCHEDULED MEETING AUGUST 28, 2023, AT 6:00 PM

Location: Snowmass Fire Station 45

5275 Owl Creek Rd,

Snowmass Village, CO 81615

- I plan to attend the meeting in person.
- I plan to attend the meeting via ZOOM.
- I hereby appoint (Please, check the appropriate box. If no box is checked, Board President Biege Jones shall be designated as your proxy):
 - Biege Jones, President, Meadow Ranch Condominium Association, Inc.
 - Other _____

as my proxy to either

- represent me and to vote on my behalf **on all matters** that may properly come before the annual meeting of the Meadow Ranch Condominium Association, Inc, to be held at 6:00 PM Mountain Time, Monday, August 28, 2023, **OR**
- represent me and to vote on my behalf on all matters that may properly come before the annual meeting of the Meadow Ranch Condominium Association, Inc, to be held at 6:00 PM Mountain Time, Monday, August 28, 2023 **except the election of members of the Board of Directors** for which I appoint my proxy to vote in accordance with the Ballot that I have completed, signed and provided to my proxy or have returned to Willow Creek Management Services, Inc.

Please return to Willow Creek Management Services, Inc., via facsimile to (970) 927-9163; via email (as a pdf attachment) to johnhoward@willowcreekms.com; or via mail (USPS) to Willow Creek Management Services, Inc., 100 Elk Run Drive, Suite 121, Basalt, CO, 81621. Proxies and Ballots must be received before the start of the meeting to be valid.

Homeowner's Signature

Date