

RANCH PLACE HOA ANNUAL MEETING

November 1, 2017

Keller Williams Meeting Room

6 p.m.

1. **Call the Meeting to Order.** The meeting was called to order with Board members Julian Castelli, Douglas Ogilvy, and Craig Primo in attendance. Julian introduced the Board Members and the HOA manager, Brenda Lake. He thanked Dawn Kenton for hosting the meeting in the Keller Williams meeting space and everyone for attending.
2. **Establish Quorum.** 27 properties were represented in person and there were 22 proxies for a total of 47 members represented. There was not a quorum because it requires 51% of Ranch Place owners or 115 properties represented. The meeting will be continued within the next 30 days as allowed in the By-laws. The date of the continued meeting will be sent to members. The meeting proceeded as an informational meeting.
3. **President's Report.** Julian Castelli gave the report.
 - a. **Annual Meeting Timing Change.** The Board decided to change the annual meeting from May to November going forward to improve the budget process. Owners were notified in April that the annual meeting would be moved to late fall.
 - b. **Transient Lodging/Short Term Rentals.** This year the Board spent a lot of time addressing the CC&R violations of ongoing transient lodging. With the advent of Airbnb and VRBO in the Park City resort community, there has been a rise in complaints about HOA members renting their homes as short term, transient rentals. This is the largest category of complaints received by the HOA. The HOA CC&R's say that transient lodging is not allowed but owners are doing it anyway. To stop the ongoing rentals, the fine schedule was refined this year to allow a \$1,000 fine for each instance of transient lodging. A couple of owners have been accruing fines for these violations. The fines have resulted in at least one owner wanting to discuss stopping his transient lodging rentals. The Board will continue to pursue these violations.
 - c. **Speed control.** In 2016, the Ranch Place HOA received approval for installation of traffic calming measures on Cutter Lane based on a speed study conducted at that time. The approved traffic calming measure was a "raised crosswalk" to be installed on the Basin Rec trail crossing Cutter Lane. Unfortunately, having pitched a raised crosswalk as a traffic calming measure, the County installed a level textured crosswalk in deference to ADA design standards. Ranch Place HOA contribution to this crosswalk was \$3,000. The new crosswalk has not had the desired impact on traffic speeds.

Recently, the Board requested another speed study on Cutter Lane in support of efforts to get additional traffic calming measures installed. To qualify for the Summit County Traffic Calming Program, traffic volume and traffic speed are measured. During the recent speed study, measured traffic speeds on Cutter Lane at both Browning Court and the new crosswalk fell below the threshold for participation in the program. The recent study showed that traffic speeds have reduced by 3 mph since last year at the crosswalk location. While Ranch Place does not qualify for participation in the Summit County Traffic Calming Program at this time, the Board will review with County the option of Ranch Place HOA self-funding additional traffic calming measures. Owners in attendance were in support of using HOA funds for additional traffic calming devices.

- d. **Mailbox Kiosk Replacements.** The most expensive initiative over the past year was the mailbox kiosk replacements. Julian thanked Craig for being instrumental in these mailbox improvements. The contractor is diligently proceeding with the work and the kiosks should be completed soon. When the board found out how difficult it was to find a contractor to do these two small jobs, they decided to proceed with the second mail kiosk while the contractor was already on site. The cost to replace both mail kiosks with a more mountain contemporary design and new flat mailboxes will be approximately \$70,000.
- e. **Reserve Study.** The Board had a local Reserve Study consultant do a reserve study. A Reserve Study is required by Utah state law. The Reserve Study recommends an annual contribution of \$12,000 to the Reserve Fund to ensure the HOA has sufficient funds for ongoing capital maintenance. The Reserve Study executive summary was available to owners at the meeting. In recent years the Operating Budget has not included a contribution to reserve fund, while the Capital Budget has been depleting the reserve. To meet the recommended contribution level, an increase in the annual dues is necessary.
- f. **Annual Dues Increase.** With an effort to enhance maintenance of our existing assets while providing for future needs, the Board is proposing a \$100 dues increase from \$250 to \$350. Annual dues were \$225 when the community was established in the 90's and they were increased by \$25 in 2007 to \$250 where they have remained for the last 10 years. Following a period of tight maintenance budgets and cash accumulation, over the past few years, the Association has made many capital improvements in the community. Investment in our parks, front entrance, trails and mail kiosks have depleted our cash reserves. One owner commented that he would prefer two increases over time rather than this one larger increase. Another owner thought the Association needed a bigger increase to show that this community is serious about maintaining and improving the neighborhood. The Board feels that the \$100 increase is reasonable and needed.

- g. **Corner of Ranch Place and Cutter Lane Plat Amendment.** The Board is working to determine if it is possible to designate a portion of this 2.5-acre HOA Common Area for recreation rather than just open space. A wetlands study has been conducted confirming that the western half of this site is not wetland habitat. With this determination, the opportunity exists to file a plat amendment to designate the dry western area of over one acre as Recreation Area, consistent with the Cutter Lane and Browning Court parks. The eastern half would remain as Conservation Common Area. If the plat amendment is successful, the new park could be landscaped and irrigated, and improved with recreation facilities. Should the plat amendment go through, the Board will consult with the Ranch Place community on future improvement plans. The Board is not planning for any capital improvements at this time. The proposed budget for 2018 does include funding for the plat amendment process. One owner said he would like to see a pedestrian trail on that property along Cutter Lane, so people have a safe place to walk off the road. Members in attendance liked the idea of investigating the parcel's recreational use.
 - h. **Thanks.** Julian thanked Craig Primo for serving on the Board for 2 years as he is resigning his position. Craig did a great job in leading the work to amend the CC&R's and to replace the mail kiosks. He also thanked Jennifer Castelli for her 8 years of Association service on the Social and Architectural Committees as she is stepping down from her current chair position on the Architectural Committee.
4. **Financial.** Julian presented the current Balance Sheet and reviewed the draft 2018 budget. Moving the meeting to November has allowed for the development of a better budget. Voting on the dues increase could not take place since there was not a quorum. This issue will be voted on at the continued annual meeting.

5. **Committee Reports.**

- a. **Social.** Heidi Ogilvy gave the report. Heidi planned and coordinated four social events this year. The spring clean-up effort next year will place 5 dumpsters in 5 different cul de sacs. It was determined that this program would have to be eliminated or the number of dumpsters increased to accommodate the demand. The neighborhood is maturing, and considerable vegetation needs to be cut back and disposed of. The dumpsters provide a location for landscape debris and spring cleaning of garages and yards. The Board will inform owners who have ongoing construction at their homes to not use these dumpsters. There will be two movie nights next year which are great events for families. The Wine Walk held in three cul de sacs was a great success so this event will be held again next year. A Taco Truck night was the most attended event this year with 170 people RSVPing. Heidi

asked members for any social committee event suggestions. One owner suggested moving picnic benches every so often into different owners' yards during the summer where they can host impromptu parties. Another owner suggested blocking off a portion of the neighborhood streets for a Halloween party.

- b. **Open Space.** Sean Morgan and John Brenkus spoke on the Osguthorpe property agriculture easement. The Osguthorpe Farm is a 158-acre parcel east of Willow Creek Estates and south of Ranch Place Phases III and IV. The Osguthorpe family has agreed to a \$14.3 M price for the conservation easement, while retaining fee title and the right to continue farming the land. The proposed easement would ensure that this property remains farmland rather than becoming another residential development. The Summit Land Conservancy has received an \$8.7M Federal Government grant towards the cost of the easement. Negotiations are underway for raising the remainder of the money needed to secure this agriculture easement. Summit Land Conservancy is negotiating with the County for BOSAC (Open Space) funding for the project. The County has insisted that portions of the property be set aside for trails and recreational uses prior to committing funding. Unfortunately, carve outs for recreational use impact the eligibility for federal funding that is contingent on agricultural use. Negotiations continue, but it has become clear that significant private funding will be required to make this easement a reality. Summit Land Conservancy is trying to get information to the larger Summit County community on this issue. Sean and John recommended that Ranch Place owners consider donating to the Summit Land Conservancy to help secure this agricultural easement. March 1 is the deadline to raise the needed money. Sean and John requested that the Board write a letter supporting this easement to the Park Record.
- c. **Architectural Review.** Doug Ogilvy gave the report. Any exterior improvements should be reviewed by the HOA before work begins. Doug clarified that under the amended CC&R's Ranch Place now requires "muted" colors (low color saturation) rather than the "earth tones" in previous versions of the architectural guidelines.
- d. **Trails.** Stephanie Donovan, Trail Committee Chair, gave the report.
 - i. **Trail condition.** The trails are in great shape. Contact Stephanie if you see any problems. She did investigate a request for a "Dead End" sign on the trail behind the homes on Abilene but determined that it is not needed at this time.
 - ii. **Weed Control.** The Association has reduced the amount of chemicals used on the trails by reducing the width of spray and allowing the grass alongside the trails to grow up to the edge of the trails. Craig Primo proposed that the Association should manually weed the trail surfaces because of reported cases of cancer in dogs caused by 2-4-D which is used to kill weeds. Three alternatives were investigated, 1) manually removing the weeds at an additional cost of about \$10K a year, 2) using an eco-friendlier chemical at a lower cost, but requiring about four times the volume of

spray, 3) improving signage to inform owners whenever herbicide has been applied to the trails. The Board is still considering this issue and appreciates any comments from owners.

6. CC&R Enforcement.

- a. Boats/Trailers can only be in driveways for up to 24 hours.
- b. Trashcans – Please take out and bring in trashcans in a timely manner. They must be stored where they are screened from view not outside the garage.
- c. Storage Sheds – No separate storage sheds are allowed but construction of storage sheds that are part of a home can be submitted and considered by Architectural Review Committee.

7. New Business.

- a. Fire Hydrants. Please clear snow from the fire hydrants during the winter season.
- b. Park City transit is considering a micro-transit program (dial a ride) in the community since busses do not travel into Ranch Place but only stop at the entrance on Highway 224.

8. Election of Trustees – The election cannot be held without a quorum. Julian Castelli and Sean Morgan are running for the open board positions. The election will be held at the Continued Annual meeting within the next 30 days.

9. Adjourn. The meeting was adjourned at 8 p.m.

THESE MINUTES WERE TAKEN BY BRENDA LAKE.

Julian Castelli:
PRINTED NAME

[Signature]
SIGNED NAME

2/16/18
DATE