

Keystone Ranch Board of Managers Meeting
June 30, 2021
10:00 am

Meeting called to order 10:14 am

Introduction of Those in Attendance.

Board Members Present Were:

John Pringle, President
Chris Ornes, Treasurer
Vince Donahue
Jayne Karl, Vice President
Kris Ciccolo, Secretary

Representing Keystone Resort Property Management Were:

Emir Odom, Community Association Manager
Laura Hendrickson, Senior Community Association Manager

Keystone Management Segment.

- I. **Property Management Introduction.** Introduction of Board and Keystone Property Management Team.
- II. **Review of July 1, 2021 Annual Meeting of the Membership Agenda.**
- III. **9/12/2020 Meeting Minutes.**
 - a. Comments: Aside from typographical errors, Mr. Ornes noted that addition on delinquencies calculations do not add; Ms. Hendrickson will review calculations.
 - i. Mr. Donahue moves to approve; Ms. Karl second. All approve, none opposed.
- IV. **Review of Financials.** Ms. Hendrickson conducted the review of financials.
 - a. EOY surplus of \$10,562.91.
 - i. Savings were essentially attributable to COVID pandemic: no meetings, no pool work and association labor savings.
 - ii. Services. Mr. Pringle questioned snow removal overages. Ms. Hendrickson indicated that some 2019 invoices were received in late 2019 but were not processed until 2020.
 1. Treasurer (Mr. Ornes) requests that manager review to ensure accruals are being correctly accounted for.
 - b. Delinquency status reviewed.

V. Current (Monthly) Financials.

- a. Pool tentative open date is today (June 30) and it is open.
 - i. There are a few landscaping items to be addressed.
 - ii. Mr. Pringle requested maintenance seal walkway.
 - iii. Next month's financials will reflect approx. \$7000 in expenditures for reopening since pool was closed for so long – tile replacements, acid wash, valve repair and recirculation pump.
- b. Ranch picnic. Plans set. As a precaution, will not be a potluck, but will be catered by the restaurant with a cash bar.
- c. Page 17 clarification: "Capital Equity" is essentially "Roads Reserve".

New Business.

- I. **Guard Shack.** Mr. Pringle asks for Vail to participate in maintenance of entry way. Ms. Hendrickson will take back to management.
- II. **Road Stripes.** Re-apply "No Parking" striping.
- III. **Vail Management Agreement.** To be reviewed and revisions forthcoming in next few months.
- IV. **Existing Calendar of Events/Projects.** Mr. Pringle asks if there could be a better effort at passing Keystone Property Management Job Performance Criteria from person to person during turnovers so that new employees can be aware of normal operating requirements for the Ranch.
- V. **Keystone Ranch, East Ranch, West Ranch Operating Manual.** This document also exists and gives insights in to managing HOA. Mr. Pringle requests that this be reviewed for basic operating information.
- VI. **Homeowner Roster.** Updated roster is attached to board package. All emails not included and Mr. Pringle requests that the Board have access to it. Vail has access but many homeowners have not opted into email sharing.
- VII. **Dumpster.** Emptied yesterday and ready for the 4th of July weekend.
- VIII. **Camera.** There are two cameras, one at the guard shack and one at trash compactor. We have some proposals; have looked at several vendors but probably need to go with a more commercial unit. Including storage, pricing is \$4500 - \$8000. This is onetime cost, need more information regarding ongoing costs, e.g. batteries, storage, etc.
 - i. Mr. Pringle requests feedback on this issue from other HOAs.
- IX. **Reflectors on County Road 150 Leading into the Ranch.** Bill Cadwallader has been overseeing installation.
- X. **Berm Project Around South Side of Golf Maintenance Building.** Bill Cadwallader estimates \$14,000 to build up berms to block view of parking lot on south side of golf maintenance building. Project has stalled out temporarily, but Mr. Pringle has

discussed with Mr. Cadwallader option of securing construction fill to at least begin construction of berm at a lesser cost.

- XI. **Snow Removal Contract.** 5-year contract expires this year. New proposed contract has a 3% annual increase. New proposed contract also includes a 10-year term, board amenable to pricing terms but only on a 5-year term, not a 10-year term.
- XII. **Pickleball Court.** There have been some complaints from house above court regarding noise. Discussion regarding possible options. Also discussed adding boulders to prevent parking along Ranch House Drive.
- XIII. **Realtor Sign Codes.** There are longstanding rules regarding Open House and For Sale signs. Board agreed for need for continued enforcement of this sign policy.
- XIV. **Board Terms.** Mr. Pringle noted that we have the following two open positions this year: Treasurer (Chris Ornes), and Board Member (Vince Donahue). Vote to be held at membership meeting.
- XV. **Rentals.** Board discussed issues being raised by homeowners regarding increasing number of short-term rental homes in the Keystone Ranch and the resulting impact on the community including noise, overflow of cars on roads, disruption to neighbors and increased demand on road and water infrastructure.

Set Next Meeting Date. The next meeting date was not set.

Adjournment. Meeting adjourned at 12:15 pm.

Prepared by: Kris Ciccolo, Secretary

KEYSTONE RANCH ASSOCIATION, INC.
ANNUAL MEETING
July 1, 2021

I. Call Meeting to Order

The Keystone Ranch Association, Inc. General Membership Meeting was called to order by Mr. Pringle at 10:17 a.m. in the Ranch Living Room.

II. Introduction of Those in Attendance & Determination of Quorum

Board Members Present Were:

John Pringle, President
Chris Ornes, Treasurer
Vince Donahue, Director

Jayn Karl, Vice President
Kris Ciccolo, Secretary

Homeowners Present Were:

CJ Ornes
Glenn Vaughn
Cindy Ireland
Tom Loucks
Nancy Piezchala
Blake Voyles
Jeremy Straight
Greg Gardner
Rich & Kelly Schlosberg
Brandon Petrosky

Larry & Sue Wood
Sherry & Wilson Strong
Mike Polanek
David Ciccolo
Carol Kresge
Neil Sherman
Carol Lohman
Jeremy & Sandy Bennett
Andrew McBryan
Ed Boyles

Randy Culver, West Ranch and Leon Levy, East Ranch were guests at the meeting.

Representing Keystone Resort Property Management Were:

Laura Hendrickson, Senior Community Association Manager
Emir Odom, Community Association Manager
Austin Tankersley, Assistant Community Association Manager

Erika Krainz of Summit Management Resources was recording secretary.

With membership represented in person or by proxy, a quorum was confirmed.

III. Proof of Notice of Meeting or Waiver of Notice

Notice of the meeting was sent on June 2, 2021.

IV. Approval of Previous Meeting Minutes

Motion: Mr. Loucks moved to approve the minutes of the September 12, 2020 Homeowner Meeting as presented. Ms. Lohman seconded and the motion carried.

V. Real Estate Update

This report was given by Mr. Pringle. There are currently seven homes listed for sale in Keystone Ranch and six homes under contract throughout the Ranches. Eighteen homes have sold in the three Ranches in the past year and demand is very strong.

The current inventory is .65 months for condominiums, two months for single family homes and 0.57 months for homesites. There are currently 28 properties listed in Keystone, equating to about 0.008% of the total inventory in the Keystone area.

Year-to-date residential sales are up 192% compared to last year and up 88% for all of Summit County.

There are two new development projects in Keystone, the Clearwater Lofts and Kindred (formerly known as One River Run).

VI. Board of Managers Election

The terms of Ms. Montgomery, Mr. Donahue and Mr. Ornes expired and all were willing to run for re-election. There were no other nominations from the floor.

Motion: Mr. Pringle moved to elect the three incumbents by acclamation. Ms. Wood seconded and carried.

VII. Manager's Report

A. *Financials*

1. Review 2020 Year-End Statement of Operations

The Association ended the year with an Operating surplus of \$10,563. There were savings in Association Labor, Board/Owner Meeting and General Landscape and an overage in Snow Removal. The Maintenance Reserve balance was \$1,111,832 and total Reserve expenses were \$267,711 for road maintenance, signs, resurfacing of the tennis courts, landscaping, bike path relocation and moving boulders.

2. Review 2021 Year-to-Date Statement of Operations

As of May 31, 2021, the Association was operating \$10,440 favorable to budget with a \$7,816 surplus. R&M General was \$2,514 unfavorable to budget due to the tree removal expense, which will be moved to the R&M Tree Removal account. The Maintenance Reserve balance was \$1,147,955 and total Reserve expenses were \$25,000 for the chip seal project deposit.

3. IRS Tax Revenue Ruling 70-604 Election Discussion and Vote
This agenda item was not discussed.

B. Projects

1. Completed Projects – Cleaned up branches, took care of weeds along roadway and cleaned up around the guard shack. The pool was opened yesterday.
2. Projects in Progress & Planned for This Fall and Next Spring – Mr. Pringle covered this agenda item during his report.

Owner comments and questions addressed the following:

1. Slash and Dead Trees – Owners can place slash by the roadside and contact management to have it removed. Owners should inform management of dead trees.
2. Postal Service – Owners should contact the Post Office about mail delivery issues.

VIII. President's Report

Mr. Pringle said all roads in the Ranch are being chip sealed. There are ongoing issues with unauthorized use of the dumpster. Owners need to work with the Design Review Board to have any changes to the property exterior approved, including painting.

Vail Resorts owns the water system. Engineers were hired to look at the water system. Their top recommendation was to install individual water meters in the homes. Currently there is no metering and water usage is unlimited. The cost would be about \$1,500 per meter. It was noted that the locations of some shut offs at the street are not known and locating the meters outside the homes could facilitate meter reading.

Mr. Pringle discussed rental activity. The Declarations are silent regarding rentals. There are County restrictions and a requirement for owners who short term rent to obtain a permit. The primary concerns are quality of life, noise, parking, trash and pool use. At some point, an increased number of rentals could change the character of the neighborhood. There are concerns about the impact on infrastructure, especially the water system, which was designed and built for a residential neighborhood. Possible options are to do nothing, to prohibit all rental activity (short and long term), to prohibit short term rentals only, to limit the minimum stay duration, to limit the maximum days a property can be rented per year, to limit the times of year when properties can be rented or to impose water impact fees.

Owner comments addressed the following:

1. There needs to be a distinction between short and long term rentals.
2. Owners should be allowed to rent if it relates to estate planning or trust management.
3. About 30 Ranch properties are currently being rented short term.
4. The trend is for the number of rental properties to increase.
5. Property tax is 40% higher for rental properties in Breckenridge.
6. Some owners purchased at the Ranch because of the peaceful environment.
7. There was a suggestion to implement a minimum stay requirement to attract a different type of renter and to require a substantial deposit.

8. ~~The County is changing from a permit structure to a license structure.~~
9. ~~The Board should conduct an informal survey of all owners to determine the sentiment of the majority.~~
10. ~~An occupancy limit should be implemented to protect the water system.~~
11. ~~The water system will need to be addressed in the future, even if there are no short term rental homes.~~
12. ~~Meters should be installed to provide accurate data.~~
13. ~~There was a request for the Board to commit to a date for a decision. Mr. Pringle said the Board cannot commit to a date but will continue to work on the issue. The Board will pursue further research and education, identify the variables and repercussions and possibly conduct a survey.~~

IX. Homeowner Education

Ms. Hendrickson reviewed information provided in the meeting packet relating to options for payment of monthly dues.

X. General Discussion

There was no further discussion.

XI. Set Next Meeting Date

The next Annual Meeting date was not set.

XII. Adjournment

The meeting was adjourned at 12:13 p.m.

Approved By:


Board Member Signature

Date:

5/26/21