

MINUTES  
2021 ANNUAL MEETING  
RUBY RANCH OWNER'S ASSOCIATION

The annual meeting of the Ruby Ranch Owners Association (“Association”) was held as a digital/telephonic meeting due to Health Department guidelines, on Saturday, September 11, 2021. The meeting was called to order at 8:34 a.m. The meeting was chaired by David Robbins, President of the Board of Directors of the Association.

**I. Call to Order and Welcome**

President Robbins called the meeting to order and welcomed everyone present. He thanked the members for their attendance and participation. He explained different aspects of the virtual meeting platform. He then provided remarks related to the September 11<sup>th</sup> tragedy and asked that everyone remember those lives lost that day.

**II. Introductions, Determination of the Quorum and Verification of Proxy**

President Robbins announced that pursuant to Article IV, Section 4 of the covenants a quorum needed to be at least 10% of the eligible votes participating in person or by proxy. He stated that there were 37 votes present in person and 8 votes present by proxy for a total of 45 votes out of a possible 108 votes. He verified that the proxies had all been properly executed. A total of 63 votes were absent without proxy. The President declared that in accordance with Article IV, Section 4 of the covenants a quorum was present.

President Robbins then explained that there were two separate boards of directors present at the meeting and went over the general function of the two boards. The Association is a covenant-based organization with a board elected at the Annual Meeting. The Willow Brook Metropolitan District is a Colorado Special District, which serves the Ranch and has a board elected pursuant to State law during the regular public elections.

### **III. Approval of the Agenda**

President Robbins indicated that he wanted to amend the agenda by eliminating item II, A and moving item IX, along with a report from Brian Schenking with Summit Fire and EMS, to be reported after the Association Finances. With those amendments the Agenda was unanimously approved.

### **IV. Approval of Minutes of the Annual Meeting and acknowledgement of the Minutes of the Board of Director's Meetings**

President Robbins asked if there were any changes to the Minutes for the 2020 Annual Meeting. No changes were offered and upon motion made and duly seconded the Minutes were adopted unanimously. The Minutes for the Board of Director's meetings from the previous year had been provided with the Annual Meeting Notice. Because there were no questions a motion was made, and duly seconded to acknowledge receipt of the Board Minutes, which thereupon passed unanimously.

### **V. Report of Association Finances**

President Robbins explained that the Financial Report had been provided to the owners along with the notice of the Annual Meeting. He reported that the information in the Financial Report attached to the minutes was accurate and there being no questions a motion was made, duly seconded to acknowledge receipt of the Association Financial Report which passed unanimously.

### **VI. Report from Willow Brook Metropolitan District**

President Robbins recognized EJ Olbright as the President of the Metropolitan District. EJ welcomed everyone to the meeting. He then introduces Brian Schenking with Summit Fire and EMS.

A. Summit Fire and EMS Presentation

Brian Schenking was in attendance to present information on the upcoming tax increase question to be included on the November 2, 2021 election ballot. He provided factual information related to the tax increase proposal. Brian provided the ability for attendees to ask questions about his presentation and then provided answers to those questions.

B. Metropolitan District Accomplishments

EJ Olbright reported on accomplishments that the Metro District has seen this year. He reported on the projects completed, including the paving, gate, interconnect, and many others. He continued to outline items that will need to be completed in order complete the accomplishment of several other projects. As part of completing some of the accomplishments, the expenditures for those projects were not budgeted. He discussed the methods utilized by the Board to fund these projects. One of the major accomplishments was the hiring of the Ranch Manager, Patrick O’Flynn.

C. Metropolitan District Finances

EJ Olbright called on Sue Blair. Ms. Blair reported on the finances of the Willow Brook Metropolitan District. She reported on revenues received and expenditures year to date. She reported on the balance held in each fund of the District. Ms. Blair then called on Randy Lewis to discuss Water Operations and Reserves. As the aging of the water system continues, the District is starting to evaluate the upcoming needs of the community. Ms. Blair then reported on the history of the mill levy assessments for the District. It is anticipated that in 2022 the mill levy will be set at approximately 69 mills total. EJ along with David Robbins thanked the Metro District Board for their tremendous efforts.

D. Ranch Manager

EJ called on Des Hague to discuss the hiring of the Ranch Manager. Des discussed the process that was taken in order to hire the best candidate to fill this position. Historically, many projects in the District have been managed by volunteers. Now, we will have an employee taking ownership of many of these projects. Des outlined several areas which the Ranch Manager will be responsible for. He then thanked John Drake for his efforts in helping hire a Ranch Manager. EJ then outlined where there are anticipated savings by utilizing this model. EJ then called on Patrick O’Flynn to introduce himself. Patrick then took the opportunity to do so and outline his background that related to this position. He continued to discuss several projects that have been completed since his hire, three months ago. He has already met with several of the committees in order to get up to speed on several aspects of the community. He thanked the entire community for the opportunity to fill this position.

E. Volunteer Appreciation

EJ thanked several volunteers that have been involved in many projects throughout the District. Without the efforts of these volunteers, many of the completed projects would not have been possible. He also thanked Sue Blair with CRS for her efforts in helping the District.

F. Questions

EJ then provided an opportunity for attendees to ask questions of the Board and then answered questions with the assistance of the Board and Sue Blair.

## **VII. Discussion of status of Strategic Plan and Committee structure and role of committees in light of new Ranch Manager duties**

President Robbins discussed that there has been extensive discussion and work performed to generate a Strategic Plan. With the hiring of the Ranch Manager, the District has begun the process of managing more aspects of the District and the Ranch. He believes that the Strategic Plan should be amended to encompass the duties of the Ranch Manager. He asked if anyone had objections to the Board revising the Plan. With no objection to this plan, the Board will move forward with amending the Strategic Plan to encompass the duties of the Ranch Manager.

### **VII. Reports from Ranch Committees**

#### **G. Communications, Technology and Socialization**

John Drake provided a report on the Communications Technology, and Social (CTS) Committee. John noted that about 20% of the community are new to the Ranch and there has been a realization that the website is outdated. A complete redo of the website has been undertaken by Ashley Johnson. There will be several new features available on the new website. The goal is to have the website be more Community Centered and friendly to residents, both new and old. John then provided a brief presentation showing what the new website will look like. Ashley Johnson noted if anyone has questions about the website to please email her. David Robbins noted his appreciation for John Drake and Ashley Johnson's volunteer efforts to improve the website.

#### **H. Stable, Irrigation and Hay**

Jon Rovick gave this report. He noted his appreciation for the Ranch Manager being involved with the irrigation. Even with the dry weather, the rain events we did have were well managed and the ground was well saturated. With time they have learned that they will continue to move more water toward well #1. Previous year's efforts have paid off. With the meadows,

the haying contractors have noted that they look great. A large amount of hay was harvested from the meadows. The plan is to continue the same plan moving into next year. At the Stable and Barn, the co-op model was a success. There has been a Pony Club during the weekends and thanks to the Nadeau family, much of this was possible. Grazing will continue strategically to aid with the meadow efforts. There are plans to have additional social events at the barn next year as it was a great opportunity to get together this year. Lastly, the Ranch Manager's workshop construction in the barn is nearing completion. EJ Olbright thanked Jon Rovick and his company for completing the workshop construction. David Robbins also noted his appreciation for the horse owners for properly moving the horses around and allowing for proper grazing. Mark Nadeau also noted his appreciation to Jon for his efforts.

### **C. Infrastructure**

President Robbins noted that the Infrastructure report was given during the Metropolitan District report.

### **D. Security Committee**

Mark Nadeau gave this report. In terms of personal safety, there was nothing to report. In terms of property safety, there were no incidents to report. He reported on the perimeter fencing and how it has been instrumental in keeping trespassers to a minimum. South of the gate, there is not much fencing there. The new gate does send a big message about the security of the community. There has still been a tailgating issue where one person enters through the gate and then another car follows close behind. This should be something monitored by residents of the community. He continued to note that the Ranch Manager is not a security guard but should be ready to reach out to local law enforcement agencies when needed. EJ Olbright asked Mark how community members should respond when they encounter someone that may

be trespassing on the Ranch. Mark provided comments as to how these situations could be handled.

#### **E. Fire, Forest Health and Weeds**

President Robbins called on John Drake. John reported on the tremendous efforts taken over the last 5 years to provide a safer community. High flow water lines are in place, fire hydrants are in place within 1,000 feet of every home, the interconnect is in place, and the emergency access bridge is in good shape; this all helps create a safer community. The Committee has five strategies they have when looking at the overall safety of the community. Those strategies are Fire Suppression, Hazardous Fuel Removal, Widespread Adoption of Firewise standards, Evacuation Plans (including STR), and Strong Community Relations and Access to Grants. He continued to outline the accomplishments of the Committee within each of the five strategies. He also noted his gratitude for all of the Committee members, consisting of Lisa Lewis, and David Radlauer. Their tremendous efforts have helped the community become a safer place to live. There is a problem area of downed trees on lots 1, 2, and 25. This land is very rough and there are thousands of downed lodgepoles that need to be removed. They are looking into the feasibility of hiring a logger from Oregon that can perform the needed scope of work for far less than the current prices being quoted in Summit County. There has been a large participation by owners in the County chipping program. More information will follow as these dates come up. He then spoke about the grants received from the County in the amount of \$100k, matching the same amount spent by the District. He also mentioned that if any property owner has concerns about potential fire hazards on their property, he will personally help them evaluate their concerns and then help them apply for funds from the County, if needed. With the Firewise program, Lisa Lewis is doing a great job helping everyone understand how to be safer. This includes inviting the local fire department to each home and having them assess the

potential for fire hazards. This has already been done for about 10% of the homes but the goal next year is to increase that number to about 67%. One requirement that the Committee is looking to accomplish in the near future is fireproof signs that identify each home in the event of a catastrophic event. He then discussed the evacuation plan drafted by David Radlauer and its availability on the website. There, you will find both a plan and a map. The next step is to utilize Patrick in the event of a fire to spread water on the meadows in anticipation that it could reduce fire conditions. Lastly, he noted that if you find a diseased tree on your property, you should research how to properly treat that tree to prevent the loss of that tree. He feels this is the best shape the community has been in for quite some time. Lisa Lewis asked that everyone provide emails to her if they wish to be included in the program. David Radlauer then provided a presentation on the Ruby Ranch Fuel Reduction in the adjoining Eagle's Nest Wilderness. On the Western boundary of the Ranch, a 200-foot fire break is needed in the Wilderness to match the fuel reduction that has already occurred on they private land on the Ranch. The project has advanced a great deal so far. The fuel reduction will be done using only hand tools. The Forest Service seems to be behind this project as well. A final decision is set to be made within a couple of weeks. It is anticipated that the decision will be positive as the Forest Service and the County Commissioners did not receive a single objection to this project. President Robbins has been in constant contact with Senator Bennet regarding this project. David Radlauer noted that because the Western border of the Ranch is Wilderness so no one should use motorized equipment in that area. It is prohibited and he asked that everyone adhere to the wilderness laws. EJ added that the Metro District is not currently in a position to take on this work financially under its existing budget. President Robbins added comments related to the possible passing of federal infrastructure bills and the monies that could be made available for this project if that happens.



## **F. Rental Policy**

David Radlauer presented this topic. At the last Owner's meeting, new short-term rental policies were adopted. The goal was to harmonize the new rules with the County's rules. Those were presented to the board in December. He proceeded to outline the rules and how they apply to each owner and also to each renter. Des Hague also led an effort to gather contact information for all known short-term rental properties. This way, those individuals could be contacted when and if needed. David noted that the goal is to try and prevent issues up front rather than addressing them with the board. The goal at this time is to evaluate if there is a proper balance of rental properties compared to owner occupied properties. The goal is to discuss this at the October meeting.

## **VIII. Architectural Review Committee**

John Longhill provided this report. Four new homes have completed construction since the last annual meeting. Lot 20 has completed their final inspection and their deposit has been returned. Lot 22 has completed construction but final inspection has not been completed nor has their deposit been returned. Lot 8 has also completed construction but final inspection has not been performed. Again, they have not had their deposit returned. Lot 29 has received a CO but final inspection has not been performed there yet. They, too, have not had their deposit returned. For exterior renovations or additions, Lot 37 has had their inspection completed and their deposit has returned. Lot 44 has renovations in progress. Lot 13 also has renovations in progress. Lot 34 is currently working on replacing windows and doors. Lot 15 has submitted a new paint request. Lot 40 has submitted a request for approval of a new roof. Lot 18 has submitted a request for approval of driveway modifications. Paving requests have been made for Lots 13 and 25. David Radlauer noted his appreciation for John Longhill and the entire Committee. He has had a couple issues in the past and the Committee stepped in quickly to help resolve them.

President Robbins added that there are several things that could be done to a home that require Architectural review and approval.

**IX. Old Business**

There was no old business to come before the meeting.

**XI. New Business**

There was no new business to come before the meeting.

**XII. Board Election**

President Robbins announced neither he, nor the Election Committee Chair, David Radlauer have received any expression of interest to have additional names put in nomination for the three year terms held currently by Jon Rovick and John Drake. He then asked that anyone wishing to nominate themselves, or another owner, for one of these positions to please identify themselves. With no additional interest, David Radlauer moved that the nominations be closed and that John Drake and Jon Rovick be elected by acclamation for an additional term. Upon second by Mark Nadeau, there were no stated objections and the motion carried unanimously.

**XIII. Appreciation of David Robbins**

EJ Olbright noted that both the Metro Board and the Owner's Board wished to recognize President Robbins for all of his efforts throughout the years. He has contributed immensely to the community. President Robbins has constantly gone above and beyond in his duties. He is known as a guide of the community and a peacekeeper amongst all owners. To show the appreciation of everyone in the community, EJ presented President Robbins with a Norwegian Axe in honor of his tremendous efforts over the years. President Robbins thanked everyone for their kind words and thoughtfulness.

**XIII. Adjournment**

With no other business to come before the Association, the meeting was adjourned at 12:06 pm.