

Brown Ranch Community Association (BRCA)
E-Mail: brownranchca@gmail.com
Annual Meeting Minutes
March 13th, 2024

John Moir called the meeting to order at 5:30 p.m. Approximately 29 residents attended in person.

After some introductions, John gave his Manager's Report, explaining the Income Statement and The budget that all homeowners received via e-mail in February. As of this date, all homeowners but one are current on dues. Invoices for 2024-25 will be sent out in late March once the 2024 budget has been voted on and approved.

Financials

The checking account Balance as of 1/31/2024 was \$7,385.

One of the expenses over the 2023-24 year was the replacement of 2 worn valves within the open space areas. The cost of each valve is now over \$650, and labor to replace each is close to \$1,000.

Irrigation and Landscape

Irrigation will probably be turned on in mid-April after checking heads and testing the system. If anything is not working properly, please report it to the BRCA email or Judy Ann Files.

The office is normally open, and emails are checked Monday through Friday. Devin Franklin is contracted to handle lawn and some irrigation maintenance again.

Updates at Brown Ranch

Pathways will be sprayed within the next two weeks with a pre-emergent weed killer and should not be walked on with bare feet for a while. This applies to pets, also please keep them off the gravel walkways for now. We will also be fertilizing some of the open space with a more concentrated fertilizer that contains a pre-emergent. The yards along Scarlet Court will also be fertilized before irrigation is turned on. John will try to alert homeowners when this happens so you can again keep kids and pets off.

Prairie dog control will be done in April/May. We will again flag the holes. Residents' help is appreciated in locating these, especially if they are close to homes.

The larger diameter wood pile of cuttings south of Otter Road was burned this past winter. The separation of lawn clippings from pruning and small branches was better this year. The large pile of compostable materials was turned, and the pile consolidated. The area seems to be well used.

Brown Ranch Updates

There are concerns about the cleanliness of the new construction areas. Residents have been talking to the contractors and most have found success in getting them to better clean their areas. There was a reminder that no home should be leased for a period of less than six months as stated in the Community Charter. The Policies and Procedures Manual has been updated to reflect this change. It was agreed that a new doggie bag station would be added in the Scarlet Park area as well on the Northern end of the park that runs through Brown Ranch.

John talked about future development of the area north of Donegal where there are 17 lots.

The discussion turned to the new development south of Otter Road called the Grove Subdivision. It is comprised of 129 homes on over 50 acres.

There are two new members to the Advisory Board, Gavin Banash, Tanya Fredrick and Sean Killeen.

Budget

Annual dues are to remain at \$450/year. This allows for the growth in the Reserve Fund, the plan is to use that money instead of having to go to homeowners with a special assessment if we have a major failure. Over time, the Reserve Fund will benefit all residents. The budget is based on the annual dues paid by all members of \$450 as well as irrigation assessments of \$175 per year for those who have irrigation water to their homes. Residents on Scarlet Court pay an additional \$1,400 per year as their homes have irrigation water provided, lawn care and snow removal services. At current dues, the reserve fund would continue to grow at a rate of \$14,000 per year.

The budget was presented and residents voted unanimously to approve the budget for 2024-25. It was also decided that the budget would be adjusted yearly versus on a 3-4 year basis so as to maintain a tighter control over finances.

There was a discussion with the Home Owners from the Meadows area (Scarlet Court) and it was decided that bids would be gathered for the maintenance of the Scarlet Court area.

The meeting was adjourned at approximately 7:30 p.m.

Question and Answer

ABOUT BUILDER ACCOUNTABILITY:

Conversation on the foundation on Honey Locust left open for one full year:

Q_Un-named: Can you make builders accountable for lots, ie keeping trash contained, roll-offs maintained.

Q_Un-named: The concern is this open foundation is a safety issue that Community Association (CA) could be liable for. What can be done?

JM_ State fencing could be put around the foundation.

Q_How is this done? What is, the process to show action?

No resolution - no documented solution to resolve the problem has been stated.

COMMUNITY ASSOCIATION (CA) DUES STATUS:

One owner of a lot is has not paid dues in 2023.

The CA will use the same form to file the lean (\$15 cost), and interest is charged to owner on the as long as the fee is unpaid.

IRRIGATION AND LANDSCAPING

Details of the process in services and maintenance (On Scarlet & Mahogany)

Watch for leaking valves or broken sprinkler heads.

PLEASE ALERT CA (specifically JOHN)

JFILES: Mentioned homeowners should **not** fix sprinkler heads as this could cause damage, Each head costs \$130, maintenance provided by CA only.

MAINTENANCE

Securing a renewed contract with DEVON. John to address the issues received and incoming regarding Devon's service.

WEED CONTROL

Some areas have been naturalized.

Q_ Unknown Resident. Can the hillside at Southend be mowed?

A_ John: We should be able to do that, but the steep slope presents a slight challenge.

Will be working on this.

Q_ Mike Winter: How can we get the empty lots weed control handled. Can I, as a neighbor to this lot (on Chestnut) do some of that?

A_ John: Regarding lots and weed control; typically, CA will charge the owner of the lot, or the builder if CA has to go in and mow, and clean up the lot. If weeds are not substantial, we would not do that due to expense. You can mow or spray along your lot line.

FERTILIZATIONS:

Open space and yards on Scarlet Court.

COMPOSTING PILE:

Otter Road on the east end is muddy. The plan is to get some additional road base up that road to the compost pile. Due to the road design narrowing (from the city specification) sprinkler heads are approx. 15' off the road. This will be reworked in the future.

On the south side of BR, the new development contractors removed a series of sprinklers. JM stated Brown Ranch would do the work. "We [BR] understand the system and how it goes back together, and the contractor will be billed for the labor." Landscaping will extend from the Brown Ranch entrance to the new intersection into the new development, on south edge of Otter Rd.

Please do not leave plastic bags at the compost pile. They do not decompose well.

SHORT TERM LEASES:

Prohibited, as stated in covenants.

AREA NORTH of DONNEGAL:

17 new lots in Phase 8, This area requires 2500 SF min. size home. This area also has an irrigation system providing water at 40 PSI.

THE GROVE:

Development (129 homes) is moving slowly. Sunshine of Montrose is not involved in the Grove Subdivision.

BUDGET EXPENSES:

Pay attention to the budget. It is voted on every year. It is similar to last year.

Scarlet Ct is charged additional fees for services they receive.

Separate part of Scarlet CT, residents can see where their costs go.

MAINTENANCES:

Park maintenance, irrigation, mowing, fertilizing, pump repair, and machinery maintenance, BR owns the machinery.

Those with irrigation pay an additional amount for that \$175 per year.

The CA receives a small amount/transfer fee when a lot is sold.

Questions:

If the budget is increased; should it increase to cover 3-4yrs, or increase incrementally each year?

WHAT IS THE PREFERENCE? *(to be voted on)*

It was agreed that the budget should be looked at yearly.

“YES” is the final vote on annual increases.

Q_(Resident unknown) - What is it anticipated to go up?, Any anticipated large expenses?

A_JM: I anticipate \$30-\$50 (annually). No significant expenses are anticipated. The CA currently has \$45k in reserve and we should build to have \$80k in reserve.

One jump in fees would increase the funding for the reserve, but no big surprises on expenses.

-Some irrigation valves are washing out (\$700 ea. to replace +\$600-700 in labor)

-Trees replacement is up to date.

-Machinery is in good shape

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Q_What are the reserve funds designated for?

A_JM: Designated for **irrigation** maintenance, **machinery** maintenance, **sidewalk** maintenance.

Q_(Resident unknown) Is there a separate assessment for the reserve fund?

A_JM: What we do is to separate out a percentage that goes into the reserve fund.

Sunshine Montrose does all the bookkeeping.

Sandy McCloud is the person sending out invoices and receiving payments.

At some point, there may be a private company to manage the CA (estimated at 10% of total dues).

JM may step away in 5 years when the transition to a private company may happen. TBD.

Dues could increase by 10% to cover that Management Service that Sunshine of Montrose currently provides.

JFiles_: Please explain what Sunshine of Montrose is.

JM_ Sunshine of Montrose is the declarant who manages the declarations. John Moir is the representative for Sunshine. Residents pay the dues, and Sunshine manages the funds.

There are four neighborhoods with in Brown Ranch.

Scarlet CT = Meadows: is an association with the BRCA.

Mahogany, Ivory and Sienna= Cottonwood Point: is an association within BRCA

Honey Locust and Chestnut = Forest Park is an association within BRCA

Killarney and Galway = Creekside is an association within BRCA

As the declarant pulls out, each neighborhood would have its own Board and provide a representative to the larger governance of the entire Association.

Technically, Sunshine as the Declarant still runs the Association. When Sunshine gives up the Declarant control the **Brown Ranch Community Association** which means an **Association of Communities** would become self governing.

Q_(Resident unknown) Are there any contractual triggers for this transition?

JM_ The entire community is planned at 930 units, we are at 120 to date.

The declaration states at 70% completion, the transition could occur The Declarant can give control to the members at any time. This is all in the Association documents which are available online at

BrownRanchMontrose.com

ON HOME CHANGES:

Please submit any changes to CA so that all neighbors know someone is in the CA is reviewing the plan or request and is making approvals based on the guidelines and effect on the neighbors.

SOLAR PANELS;

You are allowed to install solar panels on roofs. Currently, State law allows homeowners to install roof top solar panels, the CA has no say in this matter.

LANDSCAPING:

Q_ (resident GARLAND): Where are these landscaping standards located (on the website)? Who does the follow-up? And why have the guidelines published not changed or been updated (considering drought and water concerns)?

JM_ Enforcing landscaping standards has changed. The state stepped in and stated there is a lack of water in our state. The CA cannot tell people what they can do. The CA tries to encourage the planting of some trees but there is a grey area when it comes to enforcement..

Q_ Re: Are commercial vehicles parking on the street?

JM_ Regulations state that you cannot park on the street. Typically, we send out a letter asking them to stop parking commercial vehicles on the street, per JM: (it is an easy thing to enforce).

You can have the vehicle towed. Fines are challenging to collect.

More comments, the streets get tight due to the size of commercial vehicles and creates a visual hazard along the curve of the street (specifically Honey Locust)

JM_ States they are successful at getting residents to move if a letter is sent (currently sent via email).

Currently CA sends email letter vs mailed notice to inform the resident they are violating the regulation. In the email, the resident is given a certain number of days to move the vehicle.

Q_ (resident) We are asking you again to help us with this concern.

JM_ "I will help you deal with this issue"

Storage sheds:

Are not permitted to sit on the property line, Submit for permission, supply a plan.

SECURITY ISSUES:

JFiles get many questions on this:

There is a Neighborhood Watch program. You can join or contact: nhwmontroseco@outlook.com

RE DEER:

Call CPW or the City of Montrose Animal Control if a deer dies on your property.

They are usually diseased. **Do Not Touch them.**

ADVISORY BOARD

Currently has Six participants;

4 from Cottonwood Point and 1 from Scarlett Ct, and are open to more participants.

Group gathers only 2-3x per year; handle architectural applications, fencing, and landscape.

JM_ Open to more questions:

Q_ Can we get more dog stations for bags and trash? The growth in the neighborhood requires another station.

JM_ We have 1 station and have someone who empties these. We can add another station with bags at Scarlet and path entry at Donnegal. Bags, but not cans. The residents should dispose of their poop bags properly.

Q_ Dogs on a leash; please remind residents keeping their dogs on a leash is in the interest of the safety of both dogs and residents.

JM_ In conclusion

Thank you for attending and for sharing.

Meeting adjourned.

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Scarlet meeting was not noted in these minutes.