

Brown Ranch Community Association (BRCA)  
E-Mail: brownranchca@gmail.com  
Annual Meeting Minutes  
March 12<sup>th</sup>, 2025

John Moir called the meeting to order at 6:05 p.m. Approximately 46 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 2025-26 will be sent out in late March once the 2025-26 budget has been voted on and approved.

#### Financials

The checking account Balance as of 1/31/2025 was \$16,271.

Some of the expenses over the 2024-25 year, were pump rebuilds, some tree plantings a few large valve rebuilds and extensive tree trimming.

#### 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.

Scarlet Court (The Meadows) has a new landscape contractor; Cauty Boulden with High Point Landscape Services. He will be taking over the roles previously performed by Allscapers.

#### 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, Donna McMahon and Terri Inloes.

#### Budget

Annual dues are to increase to \$500/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 \$500 as well as irrigation assessments of \$225 per year for those who have irrigation water to their homes. Residents on Scarlet Court pay an additional \$1,500 per year as their homes have irrigation water provided, lawn care and snow removal services. At current dues, the reserve fund would grow at a rate of \$25,000 per year. The budget was presented and residents voted unanimously to approve the budget for 2025-26.

#### Scarlet Court post meeting

A small group of about 10 Homeowners from Scarlet Court gathered to discuss the changes to the landscape maintenance procedures. The newly approved Scope of Work was reviewed that delineates the work between the Contractor, the CA Management and the Homeowner.

If there are problems, the homeowner should contact the BRCA email and it will be addressed.

If there is a waterline break and it is an emergency please call Kurt Shugars at (970) 708-5212.

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

John Moir

## **BROWN RANCH FACTS**

### **ABOUT BUILDER ACCOUNTABILITY:**

There are some builders who have been taking a long time to complete construction. These same builders have not been very accountable with regards to trash and orderliness on their sites. Management does contact these builders and does monitor the progress of these homes.

### **COMMUNITY ASSOCIATION (CA) DUES STATUS:**

One owner of a lot is has not paid dues in 2024 or 25.

### **IRRIGATION AND LANDSCAPING**

Watch for leaking valves or broken sprinkler heads.

PLEASE ALERT CA (specifically JOHN)

Homeowners should **not** fix sprinkler heads as this could cause damage, Each head costs \$190, maintenance is provided by CA only.

### **MAINTENANCE**

Securing a renewed contract with DEVON for the common space areas. John to address the issues received regarding Devon's service.

### **WEED CONTROL**

Weed control is applied sparingly on an as need basis in the fall. Some areas have been naturalized.

### **FERTILIZATIONS:**

Fertilizer is applied on park areas and yards on Scarlet Court.

### **COMPOSTING PILE:**

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.

### **AREA ON SOUTH CHESTNUT:**

23 NEW Lots in Phase 9. This area will not have irrigation and house area sq ft minimums will probably be 1,700..

### **BUDGET EXPENSES:**

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

Scarlet Ct is charged additional fees for services they receive.

Those with irrigation provided pay an additional fee.

### **MAINTENANCE:**

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

### **OTHER FACTS:**

Sunshine Montrose is the declarant who manages the declarations, rules and regulations. John Moir is the representative for Sunshine. Residents pay the dues, and Sunshine manages the funds and does all the bookkeeping.

Sparky Moir is the person sending out invoices and receiving payments. She also checks the incoming email from the Brown Ranch emails.

Technically, Sunshine as the Declarant still runs the Association. When Sunshine gives up the Declarant control of the Brown Ranch Community Association (which means an Association of Communities) the Association will become self-governing. Each neighborhood (Community) would have its own Board and provide a representative to the larger governance of the entire Association.

**Reserve funds** area designated for irrigation maintenance, machinery maintenance, sidewalk maintenance.

**Neighborhoods:** 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

**CHANGES TO HOME EXTERIORS:**

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 little say in this matter.

**STORAGE SHEDS:**

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

**DOGS ON LEASHES:**

It is a rule that dogs must be on leashes within the park areas at all times. Owners are required to pick up the waste and dispose of the waste bags.

**SECURITY ISSUES:**

Patty Watkins provides an interface with the Neighborhood Watch program. You can join or contact: [nhwmontroseco@outlook.com](mailto: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.**

**RE AVIAN FLU:**

If you come across dead birds, they may have died from the avian flu. They may be diseased. **Do Not Touch them. Wear gloves to dispose of them.**

**ADVISORY BOARD**

Currently has Eight participants;

4 from Cottonwood Point and 1 from Scarlett Ct, and two from Forrest Park.

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