

2026 ANNUAL MEETING MINUTES

Arran Estates HOA

Wednesday, January 28, 2026, Bray Education Center 640 Belford Ave.

The meeting was called to order by Cayce Haren from HOAServices Inc at 3:30PM.

In Attendance

Steve and Barbara Aghababian
Thomas and Shawnee Seller
Timothy and Pamela Bostwick
Max Garner (zoom)
Robert and Judith Brown
Doug and Jill Greenland Family Revocable
Trust
Craig and Robin Stadeler Trust
Max E and Patricia J Crowell Rev TR
Gerard Happ
Doniese and Douglas McCaw
Gayle and Sonia Miller
Carl and Baines (Kate) Lyman
Charles and Dbeorah Moon
Michael Roder
Dale Rycraft
Mary Wolf

Proxies

4 proxies
received.

Management

Cayce Haren HOA
Assistant Manager
Rebekah Webb HOA
Agent

With four proxies received and owners from sixteen units represented; quorum was not achieved.
It was noted that quorum was achieved.

Introductions

Cayce Haren introduced herself as being with HOAServices.
Rebekah Webb was introduced as being with HOAServices.

Board members introduced themselves.
President: Douglas McCaw
Secretary: Timothy Bostwick
Treasurer: Michael Roder

Doug McCall thanked owners, noted board serves voluntarily, announced five board seats to be elected for two-year terms (correction explained regarding bylaws/turnover)

Approval of 2025 Minutes

Cayce H asked for a motion to approve the 2025 minutes as drafted.

Motion: Charles Moon
Seconded: Steve Aghababian

2025 minutes were unanimously approved.

Old or New Business

Cayce H opened the discussion on new and old business.

Discussion summary A. Parking and city code by Rebekah Webb

- Streets are city-owned; parking enforcement (public street) is handled via City Code Enforcement (970-244-1593).
- City and CC&Rs: vehicles (RVs, trailers, boats, OHVs) may not remain on public streets >72 hours; non-attached trailers/boats prohibited on city streets at all times.
- Trailers/RVs parked on private property: allowed up to 72 hours for loading/unloading; major vehicle repairs prohibited outside an enclosed garage.
 - Communication request: homeowners should notify board/manager if a trailer will be parked for the allowable period.

Sidewalks, alleys, and snow/ice liability

- Clarification: City owns most streets; some sidewalks/issues (e.g., Strathearn–Medhurst segment) under city review. HOA is responsible for specific HOA-owned sidewalks/common-area pathways; weed control and snow/ice removal responsibilities vary by location.
- Liability concerns for icy alley/common walkways discussed; sanding recommended over rock salt (salt may void concrete warranty within two years). Board to Consider providing sand and/or signage; it was noted by the board that signage does not remove liability.
 - Action: Board to investigate safe de-icing options and possible community volunteer approach for sanding.

Ponds / common-area maintenance

- Two HOA ponds (Medhurst and Lamlash/Aaron Way) need attention: leaf/debris removal, additional gravel/rock to stabilize (estimated costs discussed; ballpark \$10,000+).
- Weed control contract in place for seasonal spraying; additional cleanup and rock placement anticipated.
- Developer (Max/Kathy) noted ponds were accepted as complete by city—developer liability limited; request to ask developer for assistance could be made but not guaranteed.
 - Action: Obtain bids for pond mitigation (clean-up + rock) and present options for membership/board.

Irrigation system

- Irrigation system is largely gravity-fed; HOA responsibility up to valve on each lot: all infrastructure from pump/valve down to valves that serve lots (valve locations described; seven valves counted).
- Uncertainty whether Aaron North shares the same main valve/meter.
 - Action item to determine exact homes/subdivisions served by each main valve and if costs are shared.
- Expected lifecycle: anecdotal experience suggests major failures often occur ~10–12 years after installation. HOA is about 6 years old. A catastrophic main-line repair (digging and valve replacement) estimated potentially \$5k–\$30k depending on severity.

- Board recommends building reserves for such catastrophic irrigation repairs.
 - Action items: map irrigation system and valves; confirm how many homes are fed by each valve/pump; obtain cost estimates for main/valve replacement/repairs; create watering schedule if necessary.

Common-area upkeep, trash, pet waste stations, mailbox signage

- Pet waste is a frequent compliance complaint. Installing dog waste stations was discussed; pros/cons: convenience vs. attracting non-residents and ongoing maintenance/emptying costs.
- Sandwich-board signage near mailboxes is considered for announcements, but placing anything on USPS cluster boxes is illegal. Email blasts and mailed notices remain primary communication methods.
 - Action: Board to research costs/logistics for dog waste station(s) and propose locations; continue using email and mailed notices for announcements.

Communications and regulatory info

- Board emphasized improved communications going forward: differentiate between HOA-driven notices and state-mandated (DORA) regulations; board will take primary role in communications (with HOA manager support).
- HOA website: www.hoaservicesco.com (resources posted, including policies)

Insurance coverage

- HOA insurance covers directors & officers' liability and general liability for common areas. Homeowner personal sidewalks/driveways remain owner responsibility; common-area incidents usually are covered by HOA general liability.
- Owner responsibility reiterated for maintaining sidewalks abutting individual lots (snow/ice removal, etc.), subject to covenants and local code.

Budget

Cayce H Opened the Discussion on the proposed 2026 budget.

- Proposed 2026 dues increase: from \$200 (2025) to \$500/year (billed biannually — \$250 due March 1 and \$250 due September 1).
- Rationale: increase to fund operating costs, expanded pond maintenance, irrigation/ground maintenance, and to build reserves for potential catastrophic irrigation repairs.
- Key budget line discussions:
 - Grounds maintenance & irrigation: proposed increase (board adjusted one line to \$3,000 from a higher figure during discussion).
 - Pond mitigation, weed control: contracts for multiple seasonal sprays (7 treatments) weed control line increased (e.g., to \$2,800).
 - Management fees: approx. \$520/month (\$6,240/year) board supports continuing management services.
 - Capital Reserve: proposed \$7,000/year allocation to reserves (goal discussed as building to ~\$50,000 over several years to handle major irrigation repairs as need)

- Fiscal year: calendar year (Jan–Dec) for fiscal reporting; dues/budget cycle tied to March-to-March billing.

Cayce H asked for a motion to approve the proposed budget with dues increase to \$500/year (biannual payments due March 1 and September 1) including the board's revision of grounds maintenance line to \$3,000.

First: Max Garner
Second: Carl Lyman
Seven owners opposed; thirteen owners approved.
Budget is approved.

Elections:

Cayce Haren opened the 2026 Elections and noted that five board members are needed for a 2-year term.

Nominations for the 2026 Elections:

Name: Douglas McCaw
2026-2028 Year term
Motion: Self-Nomination
Second: Doug Greenland
None opposed.

Name: Michael Roder
2026-2028 Year term
Motion: Self-Nomination
Second: Kate Lyman
None opposed.

Name: Timothy Bostwick
2026-2028 Year term
Motion: Self-Nomination
Second: Charles Moon
None opposed

Name: Dale Rycraft
2026-2028 Year term
Motion: Self-Nomination
Second: Gerord Happ
None opposed

Name: Steve Aghababian
2026-2028 Year term
Motion: Self-Nomination
Second: Timothy Bostwick
None opposed

Adjournment

With no further business to discuss, Cayce H asked for a motion to adjourn the meeting at 5:10pm.

Motion: Pam Bostwick
Second: Douglas McCaw
None opposed.

The meeting adjourned at __5:10__pm.

Signature

Date