ELK STREAM RANCH

PROPERTY OWNERS ASSOCIATION, INC.

August 2026 Annual Meeting

Agenda:

Welcome and opening remarks

Introduction: Board of Directors

- Committees
- Members

Determination of Quorum

Review of 2025 Annual Meeting Minutes as posted on the website

Reports

- Treasurer – Dan DeBacker
- Design Review Committee - Alan Scott
- Property Management Committee – Ken Surabian
- Fire Mitigation Report, Weed Policy, Emergency Alert Systems - Gem Boone
- Website - Alan Scott

New Business

- New Committee – Electronic HOA management, processes review
- Weed control per lot
- Fire mitigation per lot
- Road maintenance fee for new construction
- 2026-2027 Budget approval
- Membership action, if any
- Nominations and election of Board member for three-year term
    - Board recommendation is Kelly Van Hull
    - Floor open to additional nominations

Open Discussion

Meeting Adjournment

Minutes:

Meeting Start 10:02am

Attendees:

Sean Moore, Jenna Roach/Tyler Roach, Dan DeBacker/Chris DeBacker, Alan Scott/Anne Meininger, Pam Surabian/Kenn Surabian, Dave Larsen/Pam Larsen, Jeff Graef/Shawn Graef, Danfung Dennis (Zoom), Darrell Sallee, Lori Sallee, Steve Boone/Gem Boone, Paul Czaplicki/Colleen Czaplicki, Andrew Sarver/Morgan Bennett, Darren George (Zoom), John Brammer/Kelly Van Hull

Quick recap

This is the annual HOA meeting for the East Canyon community, where Sean Moore, the outgoing president, led discussions on the 2025 budget, road maintenance, and various committee updates. The board reviewed how road repairs significantly exceeded the budgeted $45,000, costing approximately $103,000 due to unexpected material costs and water supply issues, leading to discussions about implementing a more formal approval process for future contracts. Committee reports covered the Design Review Committee's activities, property management updates including gate access and cattle grazing arrangements, and fire mitigation efforts including the completion of a new Community Wildfire Protection Plan. The board discussed implementing an electronic HOA management system to improve document storage and communication, though specific software selection and implementation details were deferred to a new committee. Key decisions included adopting the 2026-27 budget with minor adjustments, tabling a discussion about increasing development review fees, and welcoming Kelly Van Hull as a new board member to replace Sean Moore who was retiring from the position.

Summary

New Officers and Committee Updates

The meeting began with Sean Moore, the current president, welcoming attendees including Danfung Dennis and Darren George, who joined via Zoom, along with introducing the new officers, including Jenna Roach as the incoming president and Dan DeBacker as the incoming vice president. Participants introduced themselves and shared information about their committees where appropriate. The meeting also highlighted the use of new technology for recording and taking notes, and participants discussed the acoustics of the venue, noting some challenges.

2025 Meeting Minutes Approval

The group reviewed and approved the 2025 annual meeting minutes.

Treasurer Report

Dan DeBacker provided a report on the actual money spent versus the budget for the previous fiscal year (August 2025-July 2026). Funds must be transferred into the Capital Reserve Fund as planned. There were only a few minor overruns except for the road maintenance budget. A detailed discussion on being significantly over budget due to road repairs, with $103,000 spent compared to the $45,000 allocated. The board identified a communication issue in the approval process for contractor costs, particularly regarding gravel and road materials, and discussed the need for a more formal process to approve cost overruns before they occur. The over budget issue was due to unexpected additional dirt and water requirements during a road project. Sean explained that while contractors were asked to use minimal gravel and existing road materials, the actual needs doubled the original estimate.

Design Review Committee and Website Updates

Alan Scott discussed the Design Review Committee's activities and website updates, including the posting of government documents and bylaws. There was significant activity for the DRC early in the year, but it has been rather quiet as of late. No major concerns raised for either the DRC or the website.

Property Management Updates

Kenn Surabian provided updates on several property management topics including cattle grazing operations, property exemption in place for agricultural status, repairs on the main gate into Elk Stream Ranch (the main circuit board was damaged due to electrical surge), fixing of the BLM gate at the end of Road 46 and the status of the BLM gate at the end of Road G.3. He discussed issues with the driveway, gate access, and fence repairs due to cattle damage.

Property Management and Wildfire Updates

Gem Boone discussed property management issues including weed mitigation requirements, and reimbursement processes with the county. She explained that property owners must now submit aerial photos with their weed treatment applications and noted the October 15th deadline for submissions. Gem also introduced Kelly Van Hull as the newest wildfire ambassador and mentioned the Wildfire Partnership program, encouraging community members to visit wildfire.org for resources and information.

East Canyon Wildfire Protection Plan

Gem announced the completion of the East Canyon Community Wildfire Protection Plan, which took two years to finalize at 34 pages and will be available on the ESR website. She explained that the new formatting requirements will make future annual updates easier, with board and local ambassadors reviewing new fire concerns and community accomplishments being added yearly. Gem emphasized the importance of home ignition zone mitigation (zones 1, 2, and 3) and encouraged residents to download the Montezuma County Alert System app and review the detailed mitigation pamphlets. She also mentioned that residents should track their volunteer hours for potential grant opportunities and that he would collect their sheets in October for mid-November submission.

Fire Mitigation Road Plans

Morgan Bennett discussed fire mitigation plans for community roads, explaining that while a project was hoped for this year, it may need to wait until spring 2027 due to timing considerations and current drought conditions. The scope of work includes removing vegetation within two feet of roadways and thinning trees to achieve 10-foot canopy spacing, with funding available through cost share programs. The group also addressed emergency access concerns, including the need to obtain and distribute codes for BLM gates, with plans to add a second lock for better security.

New Business

HOA Management System Transition Proposal

Sean proposed forming a committee to evaluate transitioning to an electronic HOA management system, which would handle document storage, announcements, and meeting management, and requested volunteers for this effort of which Andrew Sarver and Alan Scott agreed to participate.

Weed Control

The group discussed weed control enforcement challenges and considered options for addressing non-compliant lots, though legal and practical barriers prevented implementing community-wide spraying. No formal decisions have been made at this point and will continue as a discussion point for the board.

Road Maintenance Fees

The group discussed adding road maintenance fees for new construction within Elk Stream Ranch. Several points were brought up about fairness such as lot owners who have paid annual dues for many years on vacant property. There was a short discussion on raising DRC fees by 50%, but after continued discussion the group agreed to table this discussion and not make any changes to existing fees and no additional fees will be added.

2026/2027 ESR POA Budget

The board approved the 2026-27 budget as presented.

New Board

By unanimous vote, Kelly Van Hull is the newest board member and will assume the role of Secretary/Treasurer, with Dan DeBacker assuming the Vice President role and Jenna Roach assuming the role of President. We all thanked Sean Moore for his tenure on the Board and all the work he has done over the last three years.

Next Steps:

Board:

- Create a formal, written process for approving bids and change orders, especially for road maintenance projects and snow removal, to prevent cost overruns
- Transfer the appropriate funds from the general fund to the capital reserve, including the road license fees and potentially reallocating the legal reserve
- Investigate the renegotiation of the original development agreement with the Elk Springs HOA regarding the 2/3 cost-sharing for road maintenance

Sean Moore:

- Form a committee to evaluate and implement an electronic HOA management system, including volunteers Alan Scott and Andrew Sarver
- Check the functionality of the gate cameras and ensure they are still recording
- Provide main gate information to Dan DeBacker as a backup to Sean

Gem Boone:

- Email a copy of the finalized Community Wildfire Protection Plan (CWPP) to Alan Scott for posting on the website once it is approved by the state
- Send out an email in October to collect volunteer fire mitigation hour tracking sheets for grant matching purposes

Morgan Bennett:

- Proceed with obtaining bids and planning for community road fire mitigation work, targeting implementation in 2027

Jeff Graef

- Purchase a lock for the BLM gate at the end of Road G.3. Daisy chaining so that either the BLM lock or the ESR lock will open the gate. Provide the combination (hopefully making it the same as the combination of the BLM gate at the end of Road 46) to the Board and Alan Scott for private distribution to the ESR lot owners

Alan Scott

- Distribute the updated neighborhood contact list (with gate codes) via private distribution once the second gate code is established

Meeting adjourned at 11:56am