

2026 Brookwillow Village COA Annual Meeting

Thursday, May 28, 2026, at 3:30 PM

Location: The Bray Ed. Center (BEC) at 640 Belford Ave.

Also Available Online at <https://zoom.us/>

Meeting Code: 838 6322 0171 Passcode: 562985

contact@hoaservicesco.com

Notice

Dear Brookwillow Village COA Owner/s:

Notification: The Brookwillow Village Condominium Owners Association has scheduled their Annual Meeting for May 28, 2026, at 3:30 PM. The meeting will be held at the Bray Ed. Center located at 640 Belford Ave. Grand Junction, CO 81501. The meeting will also be available online. See instructions on this Notice page for details.

Directors Election: The Association needs to elect one Member to the Board of Directors to complete a term that will be vacated at the Meeting. If you are interested in volunteering for the Board, please notify HOAServices prior to the meeting at contact@hoaservicesco.com. You may also volunteer or be nominated at the meeting.

Budget: The 2026 budget includes a dues increase to \$275/month, effective 6/1/2026, as well as a special assessment to cover legal expenses in an ongoing effort to resolve association issues with BV HOA. The special assessment of \$504/unit/owner is due 9/1/2026.

The enclosed drafted budget will be presented for discussion. The anticipated expenditures are based on previous years' expenses. Please review the packet and, if you have any questions or concerns, please attend the Annual Meeting as your thoughts and input are greatly appreciated.

Online Access: The meeting will also be available online at Zoom.us. **The Meeting ID # is 838 6322 0171 and the Passcode is 562985.** To join the meeting, type "zoom.us" into your URL and then click on "Join a Meeting" in the upper, right-hand corner of the web page. You will be prompted to then enter the Meeting ID #, followed by the Meeting Passcode.

Proxy: If you are unable to attend the Annual Meeting, please return your completed proxy (enclosed) to HOAServices at 607 S. 7th St. Grand Junction, CO 81501 or by email at contact@hoaservicesco.com. If you plan to mail the proxy, we must receive it at least 24 hours prior to the scheduled meeting.

Returning your proxy will help the Association achieve quorum and conduct scheduled business. ***Thank you in advance for returning your proxy if you are unable to attend the meeting.***

The Board of Directors
& Your HOA Mgmt. Partners at HOAServices...

HOAServices
607 S. 7th St. Grand Junction, CO 81501
contact@hoaservicesco.com & www.hoaservicesco.com

2026 Brookwillow Village COA Proxy & Ballot
PLEASE RETURN YOUR SIGNED PROXY TO ACHIEVE QUORUM!

Quorum: I (Print Full Name) _____ APPROVE
my Proxy to be counted toward achieving quorum.

Budget: I am casting my vote on the proposed budget:

Yes: _____ OR No: _____

Election: The Association will be voting for one member to be elected to the Board of Directors. Use this Proxy as your ballot to nominate the member/s of your choice. The vote shall be concluded at the Annual Meeting. All Owners Must have their Dues Paid in Full Prior to the Meeting to Serve on the Board.

I Nominate _____ to serve on the Board of Directors

For the Proxy to be Valid, this Section Must be Completed

Member Name: _____

Dated: _____

Member Address in the HOA: _____

Member Signature: _____

How to Assign Your Proxy to Another Person or The Board to Represent You

Do Not Fill Out if You Plan to Attend the Meeting in Person

The undersigned member of Brookwillow Village COA, assigns either the Board of Directors as my Proxy or (insert proxy's name): _____ of Colorado to represent me, because I cannot attend the Annual Meeting. This Proxy shall remain in effect until the meeting is concluded **Fill in "The Board of Directors"** if I am not able to attend the Annual Meeting and want the Board to direct my vote. I will complete and send in this written Proxy via mail or email to contact@hoaservicesco.com.

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AGENDA

1. Introductions
2. Call to Order
3. Announcement of Proxies Needed for Quorum for Annual Meetings is set at 20% or 4 Owners/Proxies/Units).
4. Approval of last year's Annual Meeting Minutes: Minutes are posted to the Association webpage at www.hoaservicesco.com – Brookwillow Village COA – Meetings – Minutes for your review. Please review these minutes beforehand if you have questions pertaining to the previous Annual Meeting.
5. Old Business/New Business:
 - Discussion of special assessment for legal expenses. Board will provide a summation of currently ongoing legal issues with Brookwillow Village HOA.
 - Discussion of the need for dues increase.
 - Discussion of water conservation; xeriscaping and water not being turned on for turf in 2026.
 - Second building will have handrails painted/completed in fall of 2026.
6. **Budget:** Discussion and Adoption
 - The budget is ratified by the Board and is automatically approved at the Annual Meeting, whether or not quorum is achieved, unless a majority of owners reject the budget in accordance with the Declaration, Art. 10, Section 10.2-3 and C.R.S. 38-33.3-303(4)(a).
7. Annual Election: One Member is needed to serve the remainder of a term that will be vacated at the annual meeting.
 1. Proxy
 2. Nominations from the Floor
 3. Voting
 4. Announcement of the New Board of Directors
 5. Close of Election
8. Adjournment

Brookwillow Village Condominiums

2026 ANNUAL BUDGET - Draft

Monthly Dues: \$275.00. Due 6/1/2026

Special Assessment of \$504.00/Unit/Owner Due 9/1/2026

Income	2024	2025	2026
	Actual	Actual	Proposed
Association Dues	\$52,630.00	\$56,383.00	\$66,000.00
Special Assessment/Unit	\$950.00	\$15,960.00	\$10,080.00
Capital Assessment for New Owners		\$700.00	\$700.00
Interest Income	\$90.27	\$108.30	\$100.00
HOA Pet Waste Fee	\$45.00		\$150.00
Violation Fees/Fines/Reimbursements	\$98.41	\$241.73	
Total Income	\$53,813.68	\$73,393.03	\$77,030.00

Expenses	2024	2025	2026
Repair/Maintenance/Grounds	\$551.40	\$9,876.80	\$14,000.00
Landscape Maintenance-Contract	\$4,990.00	\$4,785.00	\$5,150.00
Landscape Trees/Shrubs	\$357.50	\$1,485.00	\$1,000.00
Irrigation System Repair	\$562.50	\$259.00	\$500.00
Snow Removal	\$398.75		\$750.00
Pest Control/Pet Waste Management	\$300.00	\$660.00	\$900.00
Alarm Monitoring	\$3,600.00	\$4,100.00	\$5,000.04
Alarm Line	\$2,553.21	\$2,999.83	\$3,000.00
Alarm Line	\$1,321.12	\$372.24	\$350.00
Fire Inspections	\$905.99	\$1,418.48	\$1,500.00
Insurance	\$5,714.85	\$6,687.74	\$7,614.80
Electricity	\$1,220.00	\$1,194.75	\$1,220.00
Water & Sewer	\$13,172.80	\$13,630.44	\$13,800.00
Trash	\$13,195.12	\$10,745.30	\$11,000.00
Meeting Cost		\$50.00	\$55.00
Office Expense	\$608.58	\$502.78	\$550.00
Bank Charges			\$6.00
Legal/State Registrations/Professional Services	\$425.00	\$14,758.00	\$10,000.00
Accounting/Tax Prep	\$250.00	\$283.50	\$300.00
Reserve Account			
Total Expenses	\$50,126.82	\$73,808.86	\$76,695.84

Net Income	\$3,686.86	-\$415.83	\$334.16
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Total Accounts YTD, 03/16/2026:

Operating: \$5,716.49

Reserves: \$4,578.84

Total Account Balances: \$10,295.33