

# 2023 ANNUAL MEETING MINUTES

## Brookwillow Village COA

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May 16, 2023, 3:30pm– 640 Belford Ave, Grand Junction CO 81501 (Bray Education Center)

The meeting was called to order by Mark Shoberg from Bray HOA at 3:32pm.

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In Attendance	Proxies	Management
Debbie Thomas, President		Mark Shoberg, HOA
Guy Thomas, Member		Manager
Stephanie Sloan, VP	2 proxies	Annie Shoberg, HOA
Brad Humphrey, Director	received	Manager
		Cayce Haren, Assistant Manager

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With 2 proxy received and owners from 9 units represented, quorum was achieved.

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### Introductions

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Mark Shoberg introduced himself as the HOA Manager.

Annie Shoberg introduced herself as an HOA Manager.

Cayce Haren introduced herself as an Assistant HOA Manager.

The Board introduced themselves:

Debbie Thomas, HOA President

Stephanie Sloan, HOA Vice-President

Brad Humphrey, HOA Director

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### Approval of 2022 Minutes

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First motion: Brad

Second motion: Debbie

None opposed.

2022 minutes were approved and signed by Debbie.

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### Old or New Business

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#### Land Sale

Janel asked for an update on the land sale. Debbie stated that the association was out of the deal. The association initially received \$40,000 from Synergy. The association used \$2,000 for repairs, then discovered

that they were unable to sell the land. \$38,000 was returned to Synergy and the association created an MOU to pay the remainder. Synergy is now working with Brookwillow Village.

#### Dumpster

BWVC's dumpster is currently located on the adjacent property owned by Grace Homes. Darren from Grace Homes is out of town, but he would like to meet in June to discuss the dumpster situation. Ideally, Grace Homes will continue to allow BWVC to use the space. If Synergy is unwilling, the HOA will request a dumpster pad on the northeast corner and special assess residents to pay for the enclosure.

#### Parking Lot

The construction fence caused the HOA to lose a parking space. HOA Services reached out to have the fence moved. The company said that the fence would be moved, however, it's still on the parking space. HOA Services will reach out to Darren regarding parking space 74-5 as ½ of the asphalt is now missing. HOA Services will request that they repair/replace it to make the HOA whole.

#### Landscaping, Siding, and Repair Projects

Xeriscaping and siding/stucco projects are on hold. When they come, a special assessment will be issued. There was no money to paint the stairs (\$25K). Guy mentioned that the staircases are a high priority as they are rusting out. Guy stated that building 74 has brick and stucco starting to show. He calculated that the HOA may be able to get by for 1 more year. Brad asked if anyone has tried encapsulating the rust. Guy replied that the area in question is steel, so it's an unlikely candidate because the area is still getting dampness and there's no way for it to dry. Guy added that the area contains concrete that meets metal with a 1/8" gap. Caulking was done awhile back to prevent standing water which has slowed the rust process.

#### Miscellaneous

Mark stated that there was \$4,000 in operating, however, it has to cover cash flow for monthly expenses. Members agreed that trash usage has been reduced in the past 4 months which has reduced costs. Mark asked if the gravel made it through the winter and the homeowners replied "yes."

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## Discussion: 2023 Budget Review

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Mark opened the budget for discussion.

There was a discussion about the recent roof replacements on building 74 and 76. Mark stated that the roofing company went out of business, so there will be no more warranty work.

There was a discussion about lawn maintenance. Mark stated that High Performance is doing the lawns and is doing a good job. A member asked about the lawn contract. Mark stated that it's an annual contract that started in February and costs the same as the summer price, but it's broken out over 12 months.

There was a discussion about painting spot numbers on the parking lot. When the board decides to pursue it, HOA Services will seek painting services.

There was a discussion about the trash budget. If revisions are needed, the 4" thick pad and enclosure are estimated to cost around \$7,500. If a special assessment is needed, it will be called a capital maintenance assessment. When the work is completed, the sprinklers will need to be adjusted. If the association's dumpster needs to leave the current location, the association will ask the contractors for excess concrete pad. Ie: when they fix the parking space, perhaps they could do the pad as well. HOA Services will request the swaps in

June. They will also ask the contractor to fill in the side of the parking space with roadbase as a temporary fix and move the fence.

There was a motion to do a capital maintenance assessment of \$400 split into 2 installments. \$200 would be due on 9/1/23 and \$200 would be due on 12/1/23. It would be a spring 2024 project.

First motion: Guy

Second motion: Brad

None opposed.

The motion was approved. Once the money is received, the location will be determined for the dumpster. The next highest priority is painting the rust/metal.

There was a motion to approve the budget for 2023 as drafted.

First motion: Debbie

Second motion: Brad

None opposed.

The budget was approved unanimously.

HOA Services will send notice of dues increase to members and include the capital improvement assessment on the same card.

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## Elections

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Debbie self-nominated for another 3 year term.

Second: Brad

None opposed.

Debbie will continue on the board from 2023-26 (a 3 year term).

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## Adjournment

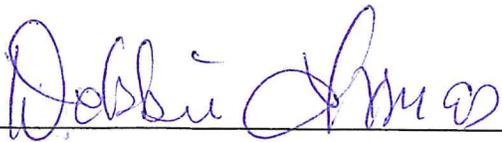
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With no further business to discuss, Mark asked for a motion to adjourn the meeting at 4pm.

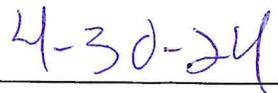
Motion: Debbie

None opposed.

The meeting adjourned at 4pm.



Signature



Date

