

# 2026 ANNUAL MEETING MINUTES

## Coventry Club HOA

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May 14, 2026, 3:30PM – Bray Educational Center @ 640 Belford Ave., Grand Junction, CO 81501  
The meeting was called to order by Mark Shoberg from HOA Services Inc at 3:30PM.

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### In Attendance

David Wallen  
Robin Gemoya  
Mark Shoberg  
Stephen Grandona (2)  
Jennifer Ann Voelker  
Tiarodo Ruiz  
Tiffany Bird  
Judith Kelley  
Jodie Woods  
John Curry  
Ashley Steinkamp  
Michael and Deborah Wilson

### Proxies

Three proxies  
received.

### Management

Mark Shoberg HOA  
Manager  
Cayce Haren HOA  
Assistant Manager

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### ZOOM:

Angela Hildebrand  
Joy Bohling  
Thomas Castrigno: Guyot Properties LLC  
Mike McGinnis for Wakatobi Investment 3  
LLC  
James Call for Five Talents LLC (2)  
Dell Dhabolt

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With four proxies received and owners from 20 units represented; quorum was achieved.

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### Introductions

Mark Shoberg introduced himself as being with HOAServices.  
Cayce Haren introduced herself as being with HOAServices.

The Board introduced themselves.

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### Approval of 2025 Minutes

First motion: Stephen Grandona  
Second motion: David Wallen  
None opposed.  
2025 minutes were approved.

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### Old or New Business

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Mark opened the floor to discuss Old and New Business.

### Roofing and Siding Project Completion

- Roofing: Completed via wind/hail insurance claim; >95% roof replacement; contractors removed multiple shingle layers to substrate and installed ice/air barrier, new drip edge and shingles.
- Siding: Completed; punch-list items addressed; warranty active and owners encouraged to submit detailed reports/photo documentation for any punch-list/warranty items.

### Swamp coolers / cooler jacks

- Issue raised: several cooler jacks/coolers were not reattached after roof work (James Call noted three instances on building 259).
- Clarification: Roofers typically do not reattach homeowner-owned cooler assemblies during insurance claims; cooler maintenance/reattachment is generally homeowner responsibility.
  - HOA management will work with the board to develop a procedure/policy and communicate with owners.
- Safety concern: Management recommended only licensed professionals access roofs; ownership history permitted some owner access, but policy should recommend restricting owners from roof access.
  - Action: Board/management to create policy and communications about cooler reattachment procedures and roof access.

### Awnings

- Awnings removed/deteriorated; cost to reinstall/repair estimated at roughly \$2,000 per awning. Owners may submit ACC requests to reinstall at their expense; board will review ACC requests.

### Watering / Landscaping

- Concerns about excessive irrigation runoff and county water restrictions; management to coordinate with landscaper to reduce watering frequency and times (e.g., limited hours/alternate-day watering) and address leaks/over-irrigation zones.
- Owners instructed to report locations/photos of leaks or excess runoff to [contact@hoaservicesco.com](mailto:contact@hoaservicesco.com).

### Parking lot and striping

- Parking lot is significantly deteriorated; replacement cost is estimated to be near \$500,000.
- Management recommended section-by-section repair in future to avoid a single large special assessment. Painting/stripping is not durable currently due to pavement condition; board to plan long-term approach.

### Covenant enforcement / towing / fines.

- State law changes (HB references) have restricted fining and towing processes (longer notice windows, proof burdens); enforcement limited and more procedurally burdensome.
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# Budget

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Mark of HOAServices opened the floor to discuss the Budget.

## Loan and Special Assessment Background

- Siding/repair project funded via construction draws and loan through Alpine Bank. Initially projected at ~\$380,000; line of credit up to \$400,000 used; additional change orders for rotten substrate, fascia, vents, dryer vents, etc., increased total draw/loan.
- ARM Loan structure: construction draw (interest-only during draw period), converted on March 1 to fixed for three years (no prepayment penalty), then adjustable for remainder of term (10-year loan noted historically). Management/board advised refinancing options when market allows; Alpine loan considered favorable with negotiated terms.
- Overages: project overage estimated in discussion at ~\$25,000–\$45,000 (owners requested exact overage accounting). Management agreed to compile detailed invoices and overage calculation for board/owner review.

## b. Dues and Special Assessment Changes (2026)

- Proposed regular monthly dues increase from \$225 to \$248.45 — requires owner approval because it exceeds 5% increase.
- Special assessment (loan repayment) split by payer type:
  - Owners who paid one-time prepayment (\$7,900) have an additional assessed amount (\$288 for 2026) to cover differences (discussion pp.9–11, 14–19).
  - Owners who did NOT pay upfront: special assessment portion moving from \$75/month to \$99/month.
- Management explained the 2026 budget includes a mix of interest-only and fixed-rate months for the year; 2027–2028 will reflect fixed-rate payments.
- Reserve Balances and Operating Funds (as reported at meeting):
  - Operating account balance (as of meeting): \$51,946.
  - Coventry Club reserves account: \$64,854.37
  - Total current assets: approx. \$116,800.61.
- Rationale for higher-than-5% increase: increase intended to address deferred maintenance and modest reserve funding (target reserve discussed at \$12,000 annual funding level; long-term parking funding not yet fully addressed).

## **Motion to approve budget as presented.**

First: Thomas Castrigno:

Second: Deborah Wilson

YAY: In-House/Zoom: nine; Proxies: three

NAY: In-House/Zoom: three

Budget approved: Monthly Dues: \$248.45 Effective 7/1/2026.

Special Assessment for Owners Who Did Not Pay in 2025: \$99/Month. Owners who paid the Special Assessment upfront will be billed annually for the adjusted overruns of the increased loan difference. In 2026: \$288/owner

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## **Elections**

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Mark S opened the 2026 elections.

Motion to elect the following members to the board: David Wallen, Angela Hildebrand, Jodie Woods, Jennifer Voelker, and Tiffany Bird.

First motion: Robin Gemoya

Second motion: Stephen Grandona

Motion passed unanimously

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## **Adjournment**

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With no further business to discuss, Mark Shoberg asked for a motion to adjourn the meeting at 4:55 pm.

None opposed.

The meeting adjourned at 4:55 pm.

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Signature

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Date