

# 2026 ANNUAL MEETING MINUTES

## Grace Park II Condominium Association

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April 14, 2026 @ 3:30p.m. – Bray Ed. Center 640 Belford Ave. Meeting called to order at 3:31pm by Mark Shoberg, HOAServices INC

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In Attendance Board	Proxies	Management
Elaine Sapp		Mark Shoberg
GLT Properties LLC (6)		Cayce Haren
Constance Combs (zoom)		
Cathy Foraker		
Stephanie Sloan		
Jeanne Thoele		
Shelley Roark	Two proxies were	
Brian Sledge	received.	
Jenelle Gear (3)		
Josh Fritz		
Janell Gear		
Karen Regan (zoom)		
Landon Satterfield (zoom) (3 Units)		
Matthew Bonner-Moss		
Dawn David for 1124 E CAROLINA AVE #2		

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**Quorum** With 2 proxies received and 23 -unit owners present, it was announced that quorum had been achieved.

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### Introductions

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Mark Shoberg (hereby referred to as Mark S.) introduced himself as being with HOAServices.  
Cayce Haren introduced herself as being with HOAServices.

The current board that was present introduced themselves:  
Josh Fritz, Jeanne Thoele, Matthew Bonner-Moss, and Janell Gear

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### Approval of 2025 Minutes

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Mark S. requested a motion to approve the 2025 minutes.

First motion: Josh Fritz  
Second motion: Jeanne Thoele

None opposed.

2025 minutes Approved.

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## Discussion on New and Old Business

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Mark S opened the discussion for old and new businesses.

- Deck repair program: Board continues a planned approach of repairing three (3) decks per year, removing dry rot, and applying higher-warranty materials (buybacks warranty referenced).
- Cooler maintenance: HOA maintains swamp coolers (owners own the units). Recent program replaced pumps/flood valves; startup/shutdown maintenance schedule ongoing; cooler pads replaced as needed.
- Insurance claim update (hail event 6/6/25): Farmers paid limited funds (~\$19k) sufficient for one roof replacement; farmers then terminated policy. New policy in place with higher deductible.
- Roof damage resolution strategy: Discussion of eight (8) remaining roofs needing full replacement (hail/wind damage). Options discussed: special assessment(s), increasing dues, pace of replacements, contractor selection, full tear-off vs. layover (full tear-off recommended).
  - Owner concerns about insurance appeals and legal options: HOA Services advised that suing insurers is time-consuming and only usually pursued for very large claims; not recommended here given sizes.
- Owner inquiries and ACC/window questions: Owner-responsibility vs HOA-responsibility clarified.
  - owners replace coolers and windows.

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## Budget

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Mark S opened the discussion on the proposed 2026 Budget.

- Total association cash/CVs/reserves reported at approximately \$102,000.
- Roof replacement budget line: Proposed 2026 roof replacement allocation of \$15,500 — estimated to cover roughly one roof at current contractor pricing (contractor estimates ~\$16k–\$20k per roof discussed).
- Special assessment line / roof special assessment Discussed.
- HVAC / swamp cooler budget: Proposed HVAC/ cooler maintenance \$32,000 for 2026 (prior year ~ \$36,000; it was noted that pumps were replaced last year).
- Ongoing deferred maintenance concerns: siding, decks and roofs require continued funding; rising roofing costs (10–30% increases per year cited since 2022) discussed.

Delinquent accounts and collection status:

- Receivables: Two owners with large arrears (~\$8,000+ each; combined ~\$17,000); seven owners approximately one month behind.
- Collections process follows the association's dues collection policy and Colorado HB22-11-37 statutory requirements (three repayment plan offers required before executive session/legal escalation).
- Action: Board to call executive session to consider legal action/next steps on the two large delinquent accounts.

Special Assessment

- \$200 per unit (discussed earlier in budget conversation) was described as the minimum/one-time amount that would fund roughly one roof under current budget lines (the budgetary roof line of \$15,500 for 2026 was also said to cover approximately one roof).
- Members proposed larger amounts to accelerate replacements and reduce long-term cost escalation. Suggested alternatives included \$400 and \$1,000; \$1,000 was considered too high by attendees.
- Some owners discussed \$400 as a practical compromise to fund two roofs in a timelier manner.
- Motion: Approve a one-time special assessment of \$400 per unit to fund additional roof replacements (intended to fund two roofs this year when combined with budgeted funds).
  - First motion: Guy Thomas
  - Second motion: Janell Gear
    - 23 Yes, and 1 no
    - Motion Passes
    - \$400 special assessment due 9/1/2026
  - Payment schedule approved: two installments — \$200 due June 1, 2026, and \$200 due September 1, 2026.

There was a motion to increase the monthly dues by 10% and owner agreed to a round number of \$175.00 effective June 1, 2026

1<sup>st</sup> Motion: Debbie Thomas

2<sup>nd</sup> Motion: Janell Gear

- 20 Yes, and 3 no
- Motion Passes
- \$175 monthly dues effective 6/1/2026

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## Elections

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Mark S opened the 2026 elections by stating that one board members were needed to serve.

Jeanne Thoele

- 1st Motion: Self Nomination
- 2nd Motion: Josh Fritz
  - None opposed
  - Non-Voting Board Member-Member at large Jeanne Thoele 2026-2028

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## Adjournment

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

The 2026 Annual Meeting was adjourned at approximately 4:34 p.m.

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Signature

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Date