

2026 ANNUAL MEETING MINUTES

Summer Glen HOA

September 15, 2026, 4pm – Bray Education Center, 640 Belford Ave, Grand Junction, CO
The meeting was called to order by Mark Shoberg from HOA Services Inc at 4pm.

In Attendance	Proxies	Management
In Person: Marie Stobbe		Mark Shoberg with HOAServices
Zoom: Richard Scott Larsen Jason Holm Doug Stassen and Ariana Mier Baylee Pentico Roxanne Sarmento	4 proxies received.	
Jesse Wells Foster (Did not see in Buildium) Nathinal (No last name provided)		

With 6 units represented in person and 4 proxies received it was noted that quorum was not established.

Introductions

Mark Shoberg introduced himself as being with HOAServices.

Approval of 2024 Minutes

First motion: Marie Stobbe
Second motion: Baylee Pentico
None opposed.
2025 minutes were approved.

Old or New Business

Board business

The board was invited to raise new or old business. No specific board business was presented before the discussion was opened to the owners.

Owner concern regarding violation notice

Roxanne Sarmento raised a concern regarding a violation notice related to a truck parked in a location that allegedly obstructed part of a walkway.

Roxanne stated that:

- She received a certified violation letter in July.
- The letter indicated that prior notices had been sent by email.
- The email address used by management was allegedly incorrect.
- She had not previously received violation notices concerning the truck.
- She had been told that the fine would be waived but later received a bill.
- She believed the truck had not previously generated complaints during her approximately 17 years in the community.

HOAServices Management explained that:

- The matter involved an individual owner violation rather than community-wide association business.
- Management has received complaints regarding the truck's location.
- The board has reviewed the matter.
- Roxanne should contact Nicole and accounting during normal business hours to resolve the account and notice questions.

No action was taken by the membership on this individual violation matter. The issue was directed to management for follow-up.

Budget

HOAServices opened the budget portion of the meeting and reviewed the association's financial position and proposed funding options.

Proposed 2027 dues

The proposed regular annual dues for 2027 remained at:

- **\$350 per owner/unit annually**
- **Due January 1, 2027**

The proposed budget did not include a regular dues increase.

Irrigation expenses

Management reported that 2026 had been an unusually expensive year for irrigation repairs and maintenance. Contributing factors discussed included:

- Very low water flow associated with drought conditions.
- Repeated clogging of the irrigation head gate

- Increased silt, mud, and debris
- Ash from area fires mixing with silt and creating damaging deposits.
- Damage to pumps, motors, and related equipment
- Increased need for jetting, cleaning, and repairs

Reported 2026 irrigation-related expenses included:

- Approximately **\$10,164** in irrigation repairs and maintenance year-to-date
- Approximately **\$1,500** for jetting by Precision HydroVac
- Approximately **\$3,422** for replacement of one pump and motor
- Multiple additional repair invoices from BuildWorks Group

Management stated that irrigation expenses were more than **\$3,000 over the proposed budget.**

The association's reported approximate balances were:

- **Operating account:** \$830
- **Reserves:** \$1,470

Management stated that outstanding bills remained due and that reserve funds might need to be used to pay current irrigation expenses unless additional funds were collected.

Irrigation operations and possible 2027 shutdown

Owners discussed whether the irrigation system should be shut down early or not operated during another severe drought year.

Management explained that:

- Lower water flow caused head gates to clog more frequently.
- Some communities had volunteers cleaning head gates as often as several times per day.
- The association's head gate was generally cleaned approximately every three weeks because of budget limitations.
- Shutting down the system at the beginning of a future severe drought could reduce repair and maintenance costs.
- A spring reassessment should be conducted before the irrigation season begins.
- If the board decides to operate the system, management can help coordinate volunteers to assist with head-gate cleaning.
- Volunteers would need to sign a waiver and receive instruction from an irrigation technician.

Jesse Wells Foster offered to volunteer and stated that he had prior irrigation experience. Baylee Pentico also expressed willingness to assist. Management invited interested owners to contact HOAServices to coordinate training and participation.

Proposed special assessment versus dues increase.

Management presented two possible funding approaches:

Option A: Regular dues increase.

Increase the 2027 annual dues to approximately:

- **\$500 annually**, or approximately **\$41.67 per month**

Option B: One-time special assessment

Maintain annual dues at \$350 and impose a:

- **\$150 one-time special assessment per unit**
- **Due November 1, 2026**

Management recommended the special assessment because it would provide funds sooner to:

- Pay outstanding irrigation and repair invoices.
- Cover operating expenses through the end of 2026.
- Replenish depleted reserves.
- Account for expected collection shortfalls from owners who do not pay promptly.

Management clarified that the total expected payment burden would be approximately \$500 per unit over the relevant period, regardless of whether the funds were collected through increased dues or a special assessment.

Questions regarding budget approval requirements

Owners asked about the approval requirements for the proposed dues increase and special assessment.

Management explained the following, based on the association's governing documents as presented during the meeting:

- The budget is generally approved by the board and automatically proceeds unless rejected by a simple majority of those present or represented by proxy.
- A dues increase greater than 10% requires approval by two-thirds of the owners present or represented by proxy at the meeting.
- A special assessment would be approved unless at least 51% of those present or represented by proxy rejected it.
- Amending the declaration—for example, removing irrigation obligations—would require approval by approximately 67% of eligible owners, not merely those attending the annual meeting.
- Each unit has one vote, regardless of how many individuals own or occupy the unit.

Owners also discussed the fact that all owners must contribute equally to association expenses even if they do not personally use the irrigation system or do not have direct access to irrigation water. Management stated that this requirement results from the governing documents and applicable Colorado association requirements.

Other budget categories

Management reviewed additional categories included in the budget, including:

- Grounds and weed control.
- Repairs and maintenance
- Irrigation water

- Management fees
- Insurance
- Pump-house electricity.
- Office and mailing costs
- State and regulatory filings
- Tax and accounting expenses.
- Reserve contributions

Management stated that 2026 landscaping expenses were approximately \$400 year-to-date, primarily for weed spraying and related work. Regular landscaping services had been reduced to control costs.

Motion to approve special assessment.

A motion was made by **Baylee Pentico** to impose a **\$150 special assessment per unit**. The motion was seconded by **Marie Stobbe**. Ariana Mier also indicated support for the motion.

Because of the voting procedure explained during the meeting, owners were asked to identify whether they opposed the motion.

Vote and decision

No opposition was reported. The motion **passed**.

Final budget-related decision

- **2027 regular dues:** \$350 per unit, due January 1, 2027
- **2026 special assessment:** \$150 per unit, due November 1, 2026

Owners may contact HOA Services before the applicable due date to request a payment plan. Management stated that no late fees or fines would apply to an approved payment plan established before the due date.

Elections

Because quorum was not established, a regular election could not be held. The meeting proceeded under the chain-of-command appointment process.

The following individuals agreed to continue serving or were reappointed:

- **Marie** — President; agreed to continue serving.
- **Ariana Mier** — agreed to continue serving.
- **Baylee Pentico** — agreed to continue serving.
- **Sean** — reappointed based on his prior indication that he wished to continue serving; he was not present at the meeting.

During the meeting, the board and management also discussed adding Jesse Wells Foster. Management confirmed that the governing documents permit up to five directors.

Appointment of Jesse Wells Foster

Jesse Wells Foster:

- Expressed interest in serving on the board.
- Described prior irrigation and landscaping experience.
- Offered to help with irrigation operations and community improvements.

The board agreed to appoint **Jesse Wells Foster** to the board.

Adjournment

Community Communications and Improvement Ideas

Community bulletin board

Ariana Mier raised concerns that some owners may not receive meeting notices or other mailed materials promptly.

Management reported that Summer Glen already has a community bulletin board, possibly near the pump house, but access may depend on locating or duplicating the key.

The board discussed using the bulletin board for:

- Meeting notices
- HOA updates
- Irrigation status
- Water on/off notices
- Repair and maintenance updates.
- Other official HOA communications

Management confirmed that the board may control the content, provided the material is limited to appropriate HOA information. HOA Services can assist with printed materials, and reasonable supply costs may be reimbursed.

Irrigation status communications

Owners suggested that the association provide clearer notices when:

- Irrigation water is turned on.
- Irrigation water is shut off.
- Repairs are underway.
- Water service is interrupted.
- The system is being reassessed for drought conditions.

The board and management expressed support for using both email and the community bulletin board.

Community book-sharing box

Ariana proposed establishing a small free community library near the pump house and bulletin board.

Baylee expressed support for the idea. Management stated that the proposal appeared permissible, subject to board approval and confirmation of the specific location.

Ariana agreed to submit the proposal by email.

Meeting participation

Owners discussed ways to improve participation, including:

- Continuing to offer Zoom access
- Using the bulletin board
- Providing more timely notices
- Potentially hosting an informal community gathering in connection with a future annual meeting

No formal motion was made regarding a meeting event or refreshments.

Management Contact Information and Owner Portal

Roxanne asked for contact information for accounting, bookkeeping, compliance, and other HOA Services personnel.

Management stated that:

- Department contact information is available on the HOAServices website and in association packets.
- Owners may use the general contact email for assistance.
- HOAServices can distribute an email blast to the community if the board approves it.

Roxanne also reported difficulty accessing the association's governing documents and meeting records through the online portal.

Management explained that:

- The association documents are publicly available through the portal.
- The access issue may be caused by a browser cache or history problem.
- Clearing the browser history/cache and restarting the computer may resolve the issue.
- If the issue continues, HOA Services will contact the website provider for assistance.

With no further business to discuss, Mark S proposed to adjourn the meeting at 5:09 pm.

None opposed.

The meeting adjourned at 5:09pm.

Signature

Date