Brookside Condominium Annual HOA Meeting: 3/24/2025

1. Call To Order: 6:30PM

2. Roll Call

Gerry, Unit 1

Pam, Unit 3

Will, HOA Secretary, Unit 9

Carrie & Chris, Unit 2

Antonio, Unit 12

Amber, Unit 24

Amber, HOA President, Unit 13

Jeff, HOA Board Member, Unit 18

Ron, HOA Board Member

3. Approval of 2024 Annual Board Meeting:

Approved: Will & Amber

- 4. Open Issues:
 - a. Gerry, Unit 1 Patio is still an issue. Forest to get new quotes. This will be a top priority this year.
 - b. Will, Unit 9 Front patio still cracked, believed to be caused by roots coming up. Not urgent but, would like to get fixed.

5. New Business

- a. Amber, Unit 24 Tree branches messed up window screen, tree branches still haven't been clipped.
 - i. Forest to have tree company come back out to complete the job.
- b. Gutters were cleaned but they missed the West facing gutters of the Parking Garage, Forest to have them come back out to finish job.
- c. Jeff, Unit 18 There is still a leak in the roof when it rains. Currently uses bucket under ceiling light fixture. Need to address this soon.
- d. Carrie, Unit 2-
 - Having water build-up issues on the pool-facing side of condo.
 Possibly a landscaping issue. Forest to have landscaper come look.
 - ii. Having same issue as Gerry (unit 1), about water pressure coming from the outside. Forest to talk to the city about this. Not an HOA issue, but needs to be addressed.

- e. Frozen sidewalk even after we shovel. Possible solution: adding tubes for the water to drain so it doesn't drain onto sidewalk. Forest to reach out to landscaper to look in to.
- f. Amber, Unit 24 Condo lights don't go off during the day. Reason: light sensors have been adjusted. Solution: Forest to get maintenance person to come look at light sensors.
- g. Antonio, Unit 12
 - i. parking garage light above car is dim, replace bulb.
 - ii. Gold SUV in parking lot without plates, has been parked there for a long time.
 - 1. This is Joel's. Amber asked him to remove it.
- h. Black cabinet left by garbage can. We identified who put it there, and they will be fined if not removed by 3/26/2025
- i. Carrie, Unit 2 to Join the HOA Board
- 6. Meeting Adjourned: 7:31PM

Brookside Condominium Association Annual Meeting Agenda Monday, March 24, 2025, 6:30pm

Call in Information: 1.916.235.1420 PIN# 557413

1.	Call to Order
2.	Roll Call
3.	Approval of the March 11, 2024 Annual Meeting Minutes
4.	Homeowners Forum
5.	Property Management Report
6.	Open Issues
7.	New Business
8.	Meeting Adjourned

Re: 3/11/24 Annual Meeting

Amber Glover <amberglover18@gmail.com>

Wed 4/17/2024 9:32 AM

To:operations realtyone-co.com <operations@realtyone-co.com>

Brookside Condominium Association Annual HOW Meeting Minutes

March 11, 2024

Attendees:

Gerry Williams (Unit 1)

Pamela Valencia (Unit 3)

Antonio DeLuna-Martinez (Unit 12)

Will Bashaw Secretary HOA (Unit 9)

Jeffrey Walenczak Board at Large(Unit 18)

Ron Nuances Board at Large (Unit 20)

Eric Bau VP HOA (Unit 14)

Amber Glover President HOA (Unit 13)

Forrest Scruggs Reality-One Property Manager

Call to Order: 6:30pm

General/Old Business

- Will new secretary of HOA
- Ron appointed Board at Large
- Will to look in to mirror for parking lot
- Pool house issue discussed, no plan of action at this time

New Business:

- Will (Unit 9): Front patio cracked at base near front wall, and also towards sliding door. Will to find estimate to fix.
- Gerry (Unit 1): Front deck issues. No official bids received. Need 3.
- Will (Unit 9): The wall going down the stairs to bottom units is badly cracked, needs repair before more damage occurs.
 - Will to send picture of damage to Forrest.
 - Suggested anchoring the wall together to prevent further issue.
 - Remove tree that is next to wall? (Ron Seconds further discussion)
- New members will be voted in next year.

Meeting adjourned at 6:49pm

Amber Glover

On Apr 17, 2024, at 8:44 AM, operations realtyone-co.com < operations@realtyone-co.com > wrote:

Hi Amber....can I please get a copy of the meeting minutes. Thanks

Dana M. Counts
Vice President of Operations

Realty One, Inc. 1630 Carr Street, Suite D Lakewood, CO 80214 303.237.8000

operations@realtyone-co.com admin@realtyone-co.com

Our office will be closed May 3, 2024, returning to the office on May 13, 2024.

Our office is open by appointment only. Office hours are Monday through Thursday from 8:00 - 1:00 working remotely from 2:00 to 4:00. Our office is closed on Fridays.

Brookside Condo Association Profit & Loss

January through December 2024

85,880.00 600.00 86,480.00 87,52 53.00 636.01 300.00 7,200.00 7,500.00 2,006.52
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325.00
175.86
8,656,74
16,643.86
80,841.19
5,638.81
965.39
965,39
965.39

Brookside Condo Association Balance Sheet

As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Operating	10,624.79
Reserves	71,115.47
Total Checking/Savings	81,740.26
Accounts Receivable	
Accounts Receivable	-600.00
Total Accounts Receivable	
Total Accounts Receivable	-600.00
Other Current Assets	
Undeposited Funds	260.00
Total Other Current Assets	260.00
Total Current Assets	81,400.26
TOTAL ASSETS	81,400.26
LIABILITIES & EQUITY	000 000 000 00 00 00 00 00 00 00 00 00
Equity	
Opening Balance Equity	55,002.55
Retained Earnings	19,793.51
Net Income	6,604.20
Total Equity	81,400.26
TOTAL LIABILITIES & EQUITY	81,400.26

Brookside Condo Association Profit & Loss Budget vs. Actual January through December 2024

Jan - Dec 24	ense	Working Capital 600.00 Total Income 86.480.00	erly Bank Fee ngs Ext. Inspection	Association Management Fee Special Services Association Management Fee - Other 7,200.00	Total Association Management Fee 7,500.00	8	routter/Downspouts Insurance Expense Landscape Contract Landscape Maintenance, Other 677.62	Legal Office Supplies 36.49 Plumbing Renairs 406.65	ary anance	Additional Fire Ext. 300.85 Repairs and Maintenance - Other 843.19	Total Repairs and Maintenance	bution	Sprinkler Repairs 117 45		Taxes 175.86	Water & Sanitation 16,643.86	80,841.19	Net Ordinary Income 5,638.81	Other Income/Expense Other Income Interest Income
Budget	86,400.00	86 400 00	138.00 40.00 400.00	7,200.00	7,200.00	175.00	24,000.00	45.00	180.00	14,608.00	14,608.00	8,640.00	4,200.00	350.00	200.00	5,820.00 12,504.00	86,400.00	0.00	
\$ Over Budget	-520.00	00 08	-50.48 -50.48 13.00 236.01	0.00	300.00	-175.00	11,039.97 -0.73	-8.51	-2.78	-13,764.81	-13,463.96	-8,640.00	-3,861.33	-25.00	-24.14	2,836.74 4,139.86	-5,558.81	5,638.81	
% of Budget	99.4%	10 NOV	63.4% 132.5% 159.0%	100.0%	104.2%	0.0% 95.5%	146.0%	81.1%	98.5%	5.8%	7.8%	0.0%	8.1%	92.9%	87.9%	148.7% 133.1%	93.6%	100.0%	

Profit & Loss Budget vs. Actual January through December 2024 **Brookside Condo Association**

	STATE THE PARTY OF
Total Other Income	965.3
	Name () Application of the Control
Net Other Income	965.3
	COMMON TO THE STATE OF THE STAT
Net Income	6,604.2

% of Budget			100.0%
\$ Over Budget			6,604.20
Budget		And the second	0.00
Jan - Dec 24	965.39	965.39	6,604.20

BROOKSIDE CONDOMINIUM ASSOCIATION

ANNUAL MEETING

Monday, March 24, 2025, 6:30pm

Call in Information: 1.916.235.1420 PIN# 557413

The Annual Meeting of the Brookside Condominium Association will be held on the above date and location. The meeting is scheduled for 6:30pm and we hope you will be able to attend. Please mail back this proxy if you are unable to attend, as we need a quorum to conduct this meeting. All assessments, fees and charges must be current as of February 28, 2025, to count towards a quorum and to vote at the Annual Meeting. Return proxy to: Realty One, Inc., 1630 Carr St., Suite D, Lakewood, CO 80214, or email admin@realtyone-co.com.

PROXY

Brookside Condominium Association

ANNUAL MEETING, MONDAY, March 24, 2025

	am a member in good standing of the Brookside of the legal documents governing said association
I grant my proxy to the Secretar	ry of the Brookside Condominium Association.
I grant my proxy to individual who will vote your proxy at the Mar	ch 24, 2025 meeting.) (please name an
adjournments thereof, and carries with it full a	eeting scheduled for March 24, 2025 and all right to the proxy holder to cast his/her vote(s) as matter or resolution which may come before the buld personally take if present at the meeting.
This proxy shall remain in effect for this meet of my property.	ing, until revoked by me or upon the conveyance
Date:, 2025 By:	
Address:	

BROOKSIDE CONDOMINIUM ASSOCIATION

ANNUAL MEETING

Monday, March 24, 2025, 6:30pm

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PROXY

Brookside Condominium Association

Brookside Condominium Association Board of Directors Meeting Agenda

Monday, January 27, 2025, 6:30pm

Via Conference Call 1.916.235.1420 PIN# 557413

	PIN# 557413	
1.	Call to Order	
2.	Roll Call	
3.	Approval of the Board of Director Meeting Minutes – No Meeting Minutes to approve.	3
4.	Property Management Report	
	> Year End Financials for 2024	
5.	Open Issues	
6.	New Business	

7. Meeting Adjourned

Brookside Condo Association Profit & Loss

January through December 2024

Northing Very Section		Jan - Dec 24
Monthly Dues 85,880.00 Working Capital 600.00 Total Income 86,480.00 Expense 87.52 ACH Quarterly Bank Fee 87.52 Annual Filings 53.00 Annual Fire Ext. Inspection 636.01 Association Management Fee 300.00 Association Management Fee 7,500.00 Electricity 2,006.52 Gutter/Downspouts 700.00 Insurance Expense 35,039.97 Landscape Contract 4,799.27 Landscape Maintenance, Other 671.62 Legal 235.00 Office Supplies 36.49 Plumbing Repairs 496.95 Postage and Delivery 177.22 Repairs and Maintenance 300.85 Additional Fire Ext. 300.85 Repairs and Maintenance - Other 843.19 Total Repairs and Maintenance 1,144.04 Snow Removal 338.67 Sprinkler Repairs 1,117.45 Tax Prep. Fee 325.00 Taxes 175.86<	Ordinary Income/Expense	
Working Capital 600.00 Total Income 86,480.00 Expense 87.52 ACH Quarterly Bank Fee 87.52 Annual Filings 53.00 Annual Fire Ext. Inspection 636.01 Association Management Fee 300.00 Association Management Fee 7,500.00 Total Association Management Fee 7,500.00 Electricity 2,006.52 Gutter/Downspouts 700.00 Insurance Expense 35,039.97 Landscape Contract 4,799.27 Landscape Contract 4,799.27 Landscape Maintenance, Other 671.62 Legal 235.00 Offfice Supplies 36.49 Plumbing Repairs 496.95 Postage and Delivery 177.22 Repairs and Maintenance 300.85 Additional Fire Ext. 300.85 Repairs and Maintenance - Other 843.19 Total Repairs and Maintenance 1,144.04 Snow Removal 338.67 Sprinkler Repairs 1,117.45 Tax	Income	
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Additional Fire Ext. 300.85 Repairs and Maintenance - Other 843.19 Total Repairs and Maintenance 1,144.04 Snow Removal 338.67 Sprinkler Repairs 1,117.45 Tax Prep. Fee 325.00 Taxes 175.86 Trash Removal 8,656.74 Water & Sanitation 16,643.86 Total Expense 80,841.19 Net Ordinary Income 5,638.81 Other Income/Expense Other Income Interest Income 965.39 Total Other Income 965.39 Net Other Income 965.39		
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Trash Removal 8,656.74 Water & Sanitation 16,643.86 Total Expense 80,841.19 Net Ordinary Income 5,638.81 Other Income/Expense 965.39 Total Other Income 965.39 Net Other Income 965.39		325.00
Water & Sanitation 16,643.86 Total Expense 80,841.19 Net Ordinary Income 5,638.81 Other Income/Expense 965.39 Interest Income 965.39 Net Other Income 965.39		175.86
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Other Income/Expense 965.39 Other Income 965.39 Total Other Income 965.39 Net Other Income 965.39	Total Expense	80,841.19
Other Income Interest Income 965.39 Total Other Income 965.39 Net Other Income 965.39	Net Ordinary Income	5,638.81
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Total Other Income 965.39 Net Other Income 965.39		
Net Other Income 965.39		965.39
N. (1	Total Other Income	965.39
Net Income6,604.20	Net Other Income	965.39
	Net Income	6,604.20

Brookside Condo Association Balance Sheet

As of December 31, 2024

	Dec 31, 24
ASSETS Current Assets Checking/Savings	
Operating Reserves	10,624.79 71,115.47
Total Checking/Savings	81,740.26
Accounts Receivable Accounts Receivable	-600.00
Total Accounts Receivable	-600.00
Other Current Assets Undeposited Funds	260.00
Total Other Current Assets	260.00
Total Current Assets	81,400.26
TOTAL ASSETS	81,400.26
LIABILITIES & EQUITY Equity	
Opening Balance Equity	55,002.55
Retained Earnings Net Income	19,793.51
Het moome	6,604.20
Total Equity	81,400.26
TOTAL LIABILITIES & EQUITY	81,400.26

Brookside Condo Association Profit & Loss Budget vs. Actual January through December 2024

Jan - Dec <u>24</u>	Ordinary Income/Expense Income Monthly Dues	Working Capital	Total Income 86,	Expense ACH Quarterly Bank Fee Annual Filings Annual Fire Ext. Inspection	Association Management Fee 300.00 Special Services Association Management Fee - Other 7,200.00	Total Association Management Fee	ณ์	Gutter/Downspouts Insurance Expense Landscape Contract Landscape Maintenance, Other		Prumbing Repairs Postage and Delivery Repairs and Maintenance	Additional Fire Ext. 300.85 Repairs and Maintenance - Other 843.19	Total Repairs and Maintenance	Reserve Contribution	Sprinkler Repairs 1,		rakes Trash Removal 8, Water & Sanitation	Total Expense 80,	Net Ordinary Income 5,	Other Income/Expense Other Income
24 Budget	85,880.00	00.009	86,480.00	87.52 53.00 636.01	7,200.00	7,500.00	2,006.52		235.00 36.49 406.05	177.22	14,608.00	1,144.04	0.00	338.57 1,117.45	325.00		80,841.19	5,638.81	965 39
jet	86,400.00		86,400.00	138.00 40.00 400.00	0.00	7,200.00	175.00 2,100.00	24,000.00 4,800.00	45.00	180.00	3.00	14,608.00	8,640.00	1,000.00	350.00	5,820.00 12,504.00	86,400.00	0.00	
\$ Over Budget	-520.00		80.00	-50.48 13.00 236.01	0.00	300.00	-175.00	11,039.97 -0.73	-8.51	-2.78	-13,764.81	-13,463.96	-8,640.00	-3,801.33	-25.00	2,836.74 4,139.86	-5,558.81	5,638.81	
% of Budget	99.4%		100.1%	63.4% 132.5% 159.0%	100.0%	104.2%	0.0% 95.5%	146.0% 100.0%	81.1%	98.5%	5.8%	7.8%	%0.0	111.7%	92.9%	148.7% 133.1%	93.6%	100.0%	

Brookside Condo Association Profit & Loss Budget vs. Actual January through December 2024

Total Other Income
Net Other Income
Net Income

% of Budget			100.0%
\$ Over Budget			6,604.20
Budget			0.00
Jan - Dec 24	965.39	965.39	6,604.20