

ESTES SQUARE CONDOMINIUM ASSOCIATION  
ANNUAL MEETING

Thursday, April 24, 2025, 6:15pm

In Person Meeting: Jefferson County Library – 10200 West  
20<sup>th</sup> Ave. Lakewood

*The Annual Meeting of the Estes Square Condominium Association will be held on the above date and location. The meeting is scheduled for 6:15pm 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 March 30, 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](mailto:admin@realtyone-co.com).*

**PROXY**

**Estes Square Condominium Association**

**ANNUAL MEETING, THURSDAY, April 24, 2025**

I, \_\_\_\_\_ am a member in good standing of the Estes Square Condominium Association under the provision of the legal documents governing said association (please check one of the following):

\_\_\_\_\_ I grant my proxy to the Secretary of the Estes Square Condominium Association.

\_\_\_\_\_ I grant my proxy to \_\_\_\_\_ (please name an individual who will vote your proxy at the April 24, 2025 meeting.)

This proxy is executed for the Annual Meeting scheduled for April 24, 2025 and all adjournments thereof, and carries with it full right to the proxy holder to cast his/her vote(s) as he/she sees fit, and to represent me on any matter or resolution which may come before the meeting and to take any other action which I could personally take if present at the meeting.

This proxy shall remain in effect for this meeting, until revoked by me or upon the conveyance of my property.

Date: \_\_\_\_\_, 2025 By: \_\_\_\_\_

Address: \_\_\_\_\_

# **Estes Square Condominium Association**

## **Owner's Meeting Agenda**

**Thursday, April 24, 2025, 6:15pm**

**In Person Meeting: Jefferson County Library – Lakewood  
10200 West 20<sup>th</sup> Ave.**

6:15pm – 7:00pm

- Current Financials; Updates on Projects; Increase in Water Prices for 2025

7:00pm – 7:30pm

- Board of Directors Positions and Vote

7:30pm – 7:45pm

- Homeowner Forum

**Estes Square Condo Assoc.**  
**Profit & Loss**  
 January through December 2024

	Jan - Dec 24
<b>Income</b>	
2024 Boiler Special Assessment	24,309.13
Interest Income	2.51
Laundry Income	1,801.35
Monthly Assessment	
Refunds	296.00
Monthly Assessment - Other	113,812.45
<b>Total Monthly Assessment</b>	<b>114,108.45</b>
<b>Total Income</b>	<b>140,221.44</b>
<b>Expense</b>	
ACH Quarterly Bank Fee	55.04
Annual Filing Fees DORA/State	68.00
Association Management Fees	7,800.00
Back Flow Annual Test/Repairs	908.50
Boiler Inspection	90.00
Boiler Replacement Bldg. F	18,900.00
Boiler/Maintenance Repairs	
Building A	-1,133.00
Boiler/Maintenance Repairs - Other	1,009.50
<b>Total Boiler/Maintenance Repairs</b>	<b>-123.50</b>
Exterior Lighting/Electrical	69.84
Gas & Electric	
Building A	4,315.19
Building B	2,703.37
Building C	2,205.58
Building D	2,231.25
Building F	467.81
Building G	3,674.55
<b>Total Gas &amp; Electric</b>	<b>15,597.75</b>
Insurance Expense	36,193.76
Landscape Contract	1,247.87
Landscape Equipment	41.26
Legal/Collections	235.00
NSF Bank Fee	24.00
Office - Banking Supplies	36.49
Pest Control	187.47
Plumbing Repairs	3,049.00
Postage and Delivery	448.25
Reconciliation Discrepancies	109.93
Repairs and Maintenance	
Building C	3,334.47
Building E	
Roof Repairs	239.61
<b>Total Building E</b>	<b>239.61</b>
<b>Repairs and Maintenance - Other</b>	<b>18,532.15</b>
<b>Total Repairs and Maintenance</b>	<b>22,106.23</b>
<b>Sewer</b>	
#3175	1,275.42
#3177	562.49
#3179	543.17
Sewer - Other	641.96
<b>Total Sewer</b>	<b>3,023.04</b>
Sewer/Storm Water	1,922.73
Snow Removal	8,355.00
Special Services	600.00

**Estes Square Condo Assoc.**  
**Profit & Loss**  
January through December 2024

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	Jan - Dec 24
Tax Preparation	325.00
Trash Removal	5,661.18
Tree Trimming/Removal	1,550.00
Water	
Acct. 2457	2,014.07
Acct. 2460	2,070.46
Acct. 2462	2,460.87
Total Water	6,545.40
Total Expense	135,027.24
Net Income	<u><u>5,194.20</u></u>

**Estes Square Condo Assoc.**  
**Profit & Loss Budget vs. Actual**  
**January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
2024 Boiler Special Assessment	24,309.13	25,000.00	-690.87	97.2%
Interest Income	2.51			
Laundry Income	1,801.35	960.00	841.35	187.6%
Monthly Assessment				
Building A	0.00	25,551.36	-25,551.36	0.0%
Building B	0.00	25,551.36	-25,551.36	0.0%
Building C	0.00	22,651.08	-22,651.08	0.0%
Building D	0.00	12,775.68	-12,775.68	0.0%
Building E	0.00	10,786.32	-10,786.32	0.0%
Building F	0.00	9,306.12	-9,306.12	0.0%
Building G	0.00	5,698.74	-5,698.74	0.0%
Refunds	296.00			
Monthly Assessment - Other	113,812.45			
<b>Total Monthly Assessment</b>	<b>114,108.45</b>	<b>112,320.66</b>	<b>1,787.79</b>	<b>101.6%</b>
<b>Total Income</b>	<b>140,221.44</b>	<b>138,280.66</b>	<b>1,940.78</b>	<b>101.4%</b>
<b>Expense</b>				
ACH Quarterly Bank Fee	55.04	86.00	-30.96	64.0%
Annual Filing Fees DORA/State	68.00	40.00	28.00	170.0%
Association Management Fees	7,800.00	7,800.00	0.00	100.0%
Back Flow Annual Test/Repairs	908.50	500.00	408.50	181.7%
Boiler Inspection	90.00	40.00	50.00	225.0%
Boiler Replacement Bldg. F	18,900.00	25,000.00	-6,100.00	75.6%
Boiler/Maintenance Repairs				
Building A	-1,133.00			
Boiler/Maintenance Repairs - Other	1,009.50			
<b>Total Boiler/Maintenance Repairs</b>	<b>-123.50</b>			
Exterior Lighting/Electrical	69.84			
Gas & Electric				
Building A	4,315.19			
Building B	2,703.37			
Building C	2,205.58			
Building D	2,231.25			
Building F	467.81			
Building G	3,674.55			
Gas & Electric - Other	0.00	20,158.50	-20,158.50	0.0%
<b>Total Gas &amp; Electric</b>	<b>15,597.75</b>	<b>20,158.50</b>	<b>-4,560.75</b>	<b>77.4%</b>
Insurance Expense	36,193.76	35,100.00	1,093.76	103.1%
Landscape Contract	1,247.87	1,894.00	-646.13	65.9%
Landscape Equipment	41.26			
Legal/Collections	235.00			

**Estes Square Condo Assoc.**  
**Profit & Loss Budget vs. Actual**  
 January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Misc. Landscape	0.00			
NSF Bank Fee	24.00	1,767.00	-1,767.00	0.0%
Office - Banking Supplies	36.49			
Pest Control	187.47	45.00	-8.51	81.1%
Plumbing Repairs	3,049.00			
Postage and Delivery	448.25	126.00	322.25	355.8%
Reconciliation Discrepancies	109.93			
Repairs and Maintenance				
Building C	3,334.47			
Building E				
Roof Repairs	239.61			
Total Building E	239.61			
Repairs and Maintenance - Other	18,532.15	4,807.84	13,724.31	385.5%
<b>Total Repairs and Maintenance</b>	<b>22,106.23</b>	<b>4,807.84</b>	<b>17,298.39</b>	<b>459.8%</b>
Reserve Contribution	0.00	11,232.00	-11,232.00	0.0%
Reserve Study	0.00	0.00	0.00	0.0%
Sewer				
#3175	1,275.42			
#3177	562.49			
#3179	543.17			
Sewer - Other	641.96			
<b>Total Sewer</b>	<b>3,023.04</b>			
Sewer/Storm Water				
Snow Removal	1,922.73	7,143.00	-5,220.27	26.9%
Special Services	8,355.00	10,500.00	-2,145.00	79.6%
Tax Preparation	600.00			
Trash Removal	325.00	325.00	0.00	100.0%
Tree Trimming/Removal	5,661.18	5,340.00	321.18	106.0%
Water	1,550.00			
Acct. 2457	2,014.07			
Acct. 2460	2,070.46			
Acct. 2462	2,460.87			
Water - Other	0.00	6,376.32	-6,376.32	0.0%
<b>Total Water</b>	<b>6,545.40</b>	<b>6,376.32</b>	<b>169.08</b>	<b>102.7%</b>
<b>Total Expense</b>	<b>135,027.24</b>	<b>138,280.66</b>	<b>-3,253.42</b>	<b>97.6%</b>
<b>Net Income</b>	<b>5,194.20</b>	<b>0.00</b>	<b>5,194.20</b>	<b>100.0%</b>

Estes Square Condo Assoc.

Balance Sheet

As of December 31, 2024

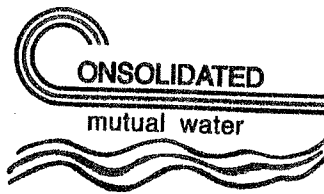
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	Dec 31, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Operating/Checking	6,592.14
Reserve Acct./Savings	27,491.12
Total Checking/Savings	34,083.26
Accounts Receivable	
Accounts Receivable	-810.42
Total Accounts Receivable	-810.42
Total Current Assets	33,272.84
<b>TOTAL ASSETS</b>	<b>33,272.84</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	14,354.18
Retained Earnings	-10,290.34
Working Capital	24,014.80
Net Income	5,194.20
Total Equity	33,272.84
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>33,272.84</b>



**Estes Square Condo Assoc.**  
**Profit & Loss Budget Overview**  
 January through December 2025

	Jan - Dec 25
<b>Income</b>	
2025 Special Assessment	20,000.00
Laundry Income	1,865.40
Monthly Assessment	134,079.48
	155,944.88
<b>Total Income</b>	<b>155,944.88</b>
<b>Expense</b>	
ACH Quarterly Bank Fee	108.00
Annual Filing Fees DORA/State	70.00
Association Management Fees	7,800.00
Back Flow Annual Test/Repairs	1,000.00
Boiler Inspection	90.00
Boiler/Maintenance Repairs	2,000.00
Concrete Repairs	4,000.00
Exterior Bldg. Repairs E	5,000.00
Exterior Lighting/Electrical	1,500.00
Fall Clean Up - Leaves	600.00
Gas & Electric	17,308.00
General Maintenance/Repairs	5,000.00
Gutter Cleaning	3,000.00
HVAC Furnance Inspection	700.00
Insurance Expense	37,370.00
Landscape Contract	5,000.00
Laundry Equipment Repairs	1,000.00
Legal Fees	2,500.00
Misc. Landscape/Tree Treatment	1,500.00
Office - Banking Supplies	75.00
Painting- Bldg. A & F	9,300.00
Pest Control	250.00
Plumbing Repairs	2,500.00
Postage and Delivery	300.00
Reserve Contribution	23,123.88
Sewer/Storm Water	3,500.00
Snow Removal	6,500.00
Special Services	400.00
Tax Preparation	350.00
Trash Removal	5,600.00
Tree Trimming/Removal	1,500.00
Water	7,000.00
	155,944.88
<b>Total Expense</b>	<b>155,944.88</b>
<b>Net Income</b>	<b>0.00</b>



Thank you for being a customer of The Consolidated Mutual Water Company (Consolidated).  
**We wish you a happy and healthy new year.**

Over the past 99 years of operation, Consolidated's Board of Directors (Board) has emphasized sound stewardship of all resources, which includes the potable water we deliver to you.

Living in the semi-arid high desert climate of the High Plains of the Front Range and with the recent accelerated growth of our service area, the Board's focus on "water conservation" has become paramount. Further, and in compliance with the Board's 'stewardship' principle, Consolidated has emphasized maximizing and utilizing every current water asset we possess under this principle and applying it throughout our organization.

In setting the 2025 water usage rate, Consolidated calculates and analyzes our 'value of service' model, resulting in a water usage rate of \$6.30 per 1,000 gallons. This year, the Board further analyzed the difference between continuing at a single-per-thousand rate of \$6.30 or tiering water usage rates, which rewards conservation-minded customers. The Board chose the tiered water usage structure, which is critical for water conservation.

Our neighboring water providers function under a tiered water usage structure. The tiered water usage pricing structure will reward a conservation-minded customer with lower water usage costs while charging a premium water usage rate for non-conservation users. Further, as our Governor, his departments, and the Colorado Water Conservation Board focus on water conservation, the time has come for Consolidated to do the same.

1 INCH Meter	Monthly Water Usage (Gallons)	Cost Per Thousand Gallons	2025 Fixed Monthly Meter Fee
Tier 1	0-8,000	\$5.55	\$35.90
Tier 2	8,001-25,000	\$6.55	
Tier 3	Over 25,001	\$7.00	

**WHAT DOES THE TIERED WATER USAGE RATE STRUCTURE MEAN TO YOU?**

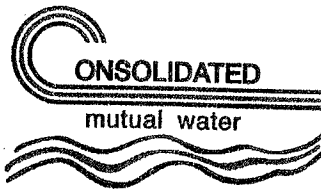
The information below is the estimated amount you will pay in 2025 using the new Tiered Rates based on 12 months of **YOUR 2024 WATER USAGE** for **Account # 100006959**

**Cost of Water in 2024**  
**\$2,320.77**

**Gallons Used in 2024**  
**314000**

**Estimated Cost in 2025**  
**\$2,818.80**

**Your Estimated Difference between 2024/2025 is \$498.03 (21.5%)**



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Our neighboring water providers function under a tiered water usage structure. The tiered water usage pricing structure will reward a conservation-minded customer with lower water usage costs while charging a premium water usage rate for non-conservation users. Further, as our Governor, his departments, and the Colorado Water Conservation Board focus on water conservation, the time has come for Consolidated to do the same.

5/8 INCH Meter	Monthly Water Usage (Gallons)	Cost Per Thousand Gallons	2025 Fixed Monthly Meter Fee
Tier 1	0-5,000	\$5.55	\$22.00
Tier 2	5,001-15,000	\$6.55	
Tier 3	Over 15,001	\$7.00	

**WHAT DOES THE TIERED WATER USAGE RATE STRUCTURE MEAN TO YOU?**

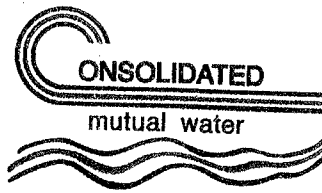
The information below is the estimated amount you will pay in 2025 using the new Tiered Rates based on 12 months of **YOUR 2024 WATER USAGE** for **Account # 1000007670**

**Cost of Water in 2024**  
**\$1,592.96**

**Gallons Used in 2024**  
**220000**

**Estimated Cost in 2025**  
**\$1,882.00**

**Your Estimated Difference between 2024/2025 is \$289.04 (18.1%)**



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1 INCH Meter	Monthly Water Usage (Gallons)	Cost Per Thousand Gallons	2025 Fixed Monthly Meter Fee
Tier 1	0-8,000	\$5.55	\$35.90
Tier 2	8,001-25,000	\$6.55	
Tier 3	Over 25,001	\$7.00	

**WHAT DOES THE TIERED WATER USAGE RATE STRUCTURE MEAN TO YOU?**

The information below is the estimated amount you will pay in 2025 using the new Tiered Rates based on 12 months of **YOUR 2024 WATER USAGE** for **Account # 1000007027**

**Cost of Water in 2024**  
**\$2,631.67**

**Gallons Used in 2024**  
**365000**

**Estimated Cost in 2025**  
**\$3,176.70**

**Your Estimated Difference between 2024/2025 is \$545.03 (20.7%)**

1/21

Moderator: Desiree

Note taker: Desiree

Called at: 6:15

In attendance: Marcia, Monica, Desiree

Upcoming meeting prep

- Powerpoint with contact information
- Clarify how to contact Reality One and the board, and when they should be contacted
- Make sure you let them know your address and unit
- Where all the documents are online
- Declarations vs rules and regulations
- Reminder email before meeting with correct email address
- Projects
- Finances
- Special assessment
- 13% interest for insurance is 3500 in interest paid in 2024

Review of 2024 and 2025 budget

Process for when heat goes out

- For next meeting

Called at 8:15

1/28/25

Called to order at: 6:15

Agenda

Board introductions

Marcia- President - Present

Monica- Treasurer - Present

Sarah- Co-Secretary - Absent

Desiree- Co-Secretary - Present

- Board vs Reality One, who does what?
- Board Responsibilities
  - Develops and approves budget
  - Approves projects
  - Prioritizes financial and structural health of property
  - Negotiations with vendors
  - Contact- [estessquarehoaboard@gmail.com](mailto:estessquarehoaboard@gmail.com)
- Reality One
- Dana Counts -VP of Operations
- Responsibilities
  - Oversees compliance for HOA
  - Pays vendors and maintains bank accounts
  - Manages rules and owners concerns/complaints
  - Rule enforcement
  - Completes tax filings
  - Contact- [operations@realityone-co.com](mailto:operations@realityone-co.com)

Declarations vs rules and regulations

Where all this information can be found:

<http://www.realityone-co.com/estes-square-condo-assoc..html>

If you have any questions or maintenance requests contact reality one via email

Reality one after hours emergency phone number:

303-888-1616

- Declarations can not be easily changed
- We can vote to update rules and regulations

2024 completed projects

- Walk through to identify condition of the property with special attention paid to health and safety, and long term maintenance
- F Building- Boiler replacement
- Laundry room- Removed rot, black mold, repaired drywall
- Stairs repaired on A,B,C,D E and F buildings
- B Building- Repair of clogged drain, rotten patio, and damaged stucco
- G Building- Repair of rotten flashing
- General repairs to cracks in stucco

- Outside lights repaired
- Tree limbs removed
- Gutter drainage diverted from side of buildings preventing rot
- Prepped property for insurance renewal
- Electrical safety compliance review

#### 2025 Budget

- Paint
- Stucco Repair
- Continued addressing of deferred maintenance
- Insurance and Wildfires
- Common practice for determining how much we should have in reserves is 3,000 per unit
- Operational expenses should come out of dues, not special assessments

#### Homeowner forum/questions

- Can people volunteer for chores? Contact via email
- For later discussion, matching fence colors and options for door colors
- For later discussion, dog urine destroying lawn
- For later discussion, mailbox repair

Ended at 7:45

ESTES SQUARE CONDOMINIUM ASSOCIATION

**OWNER'S MEETING**

**Tuesday, January 28, 2025, 6:15pm**

**In person only: Jefferson County Library 10200 West 20<sup>th</sup>  
Ave. Lakewood**

The Owner's Meeting of the Estes Square Condominium Association will be held on the above date and location. The meeting is scheduled for 6:15pm and we hope you will be able to attend.

Agenda and year end financials are included in this meeting notice.

The Homeowner Forum will begin at 7:30pm. If you are planning on attending and have any questions or comments, please submit your questions or comments to [estesssquarehoa@gmail.com](mailto:estesssquarehoa@gmail.com) no later than January 25, 2025.



**Estes Square Condominium Association  
Owner's Meeting Agenda  
Tuesday, January 28, 2025, 6:15pm**

**In Person Meeting: Jefferson County Library – Lakewood  
10200 West 20<sup>th</sup> Ave.**

6:15pm – 6:20pm

- Board Introductions

6:20pm – 6:40pm

- Declarations vs Rules and Regulations; Bylaws; Process for Reporting

6:40pm – 7:00pm

- 2024 Completed Projects

7:00pm – 7:30pm

- 2025 Budget

7:30pm – 8:00pm

- Homeowner Forum

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Gas & Electric	
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Building B	2,703.37
Building C	2,205.58
Building D	2,231.25
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Building G	3,674.55
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Landscape Equipment	41.26
Legal/Collections	235.00
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Office - Banking Supplies	36.49
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Building E	
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<b>Total Repairs and Maintenance</b>	<b>22,106.23</b>
<b>Sewer</b>	
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#3177	562.49
#3179	543.17
Sewer - Other	641.96
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Sewer/Storm Water	1,922.73
Snow Removal	8,355.00
Special Services	600.00

**Estes Square Condo Assoc.**  
**Profit & Loss**  
January through December 2024

---

	<u>Jan - Dec 24</u>
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Trash Removal	5,661.18
Tree Trimming/Removal	1,550.00
Water	
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Acct. 2460	2,070.46
Acct. 2462	2,460.87
	<hr/>
Total Water	6,545.40
	<hr/>
Total Expense	134,674.54
	<hr/>
Net Income	<u>5,405.42</u>

**Estes Square Condo Assoc.**  
**Balance Sheet**  
As of December 31, 2024

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	<u>Dec 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Operating/Checking	6,803.59
Reserve Acct./Savings	27,490.89
<b>Total Checking/Savings</b>	<u>34,294.48</u>
Accounts Receivable	
Accounts Receivable	-810.42
<b>Total Accounts Receivable</b>	<u>-810.42</u>
<b>Total Current Assets</b>	<u>33,484.06</u>
<b>TOTAL ASSETS</b>	<u><b>33,484.06</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	14,354.18
Retained Earnings	-10,290.34
Working Capital	24,014.80
Net Income	5,405.42
<b>Total Equity</b>	<u>33,484.06</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>33,484.06</b></u>

**Estes Square Condo Assoc.**  
**Profit & Loss Budget Overview**  
 January through December 2025

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	Jan - Dec 25
<b>Income</b>	
2025 Special Assessment	20,000.00
Laundry Income	1,865.40
Monthly Assessment	134,079.48
<b>Total Income</b>	<b>155,944.88</b>
<b>Expense</b>	
ACH Quarterly Bank Fee	108.00
Annual Filing Fees DORA/State	70.00
Association Management Fees	7,800.00
Back Flow Annual Test/Repairs	1,000.00
Boiler Inspection	90.00
Boiler/Maintenance Repairs	2,000.00
Concrete Repairs	4,000.00
Exterior Bldg. Repairs E	5,000.00
Exterior Lighting/Electrical	1,500.00
Fall Clean Up - Leaves	600.00
Gas & Electric	17,308.00
General Maintenance/Repairs	5,000.00
Gutter Cleaning	3,000.00
HVAC Furnance Inspection	700.00
Insurance Expense	37,370.00
Landscape Contract	5,000.00
Laundry Equipment Repairs	1,000.00
Legal Fees	2,500.00
Misc. Landscape/Tree Treatment	1,500.00
Office - Banking Supplies	75.00
Painting- Bldg. A & F	9,300.00
Pest Control	250.00
Plumbing Repairs	2,500.00
Postage and Delivery	300.00
Reserve Contribution	23,123.88
Sewer/Storm Water	3,500.00
Snow Removal	6,500.00
Special Services	400.00
Tax Preparation	350.00
Trash Removal	5,600.00
Tree Trimming/Removal	1,500.00
Water	7,000.00
<b>Total Expense</b>	<b>155,944.88</b>
<b>Net Income</b>	<b>0.00</b>