

Brookside Condominium Association
Annual Meeting Agenda
Monday, March 23, 2026, 6:30pm

Call in Information: 1.916.235.1420 PIN# 557413

1. Call to Order
2. Roll Call
3. Approval of the March 24, 2024 Annual Meeting Minutes
4. Homeowners Forum
5. Property Management Report
6. Open Issues
7. New Business
8. Meeting Adjourned

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 –
 - i. 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 Condo Association
Profit & Loss
 January through December 2025

	Jan - Dec 25
Ordinary Income/Expense	
Income	
Monthly Dues	92,395.00
Working Capital	670.00
Total Income	93,065.00
Expense	
ACH Quarterly Bank Fee	187.00
Annual Filings	69.00
Annual Fire Ext. Inspection	273.00
Asphalt Repairs	6,005.00
Association Management Fee	7,500.00
Backflow Testing	192.00
Concrete Project	3,350.00
Electricity	2,143.76
Gutter/Downspouts	2,280.00
Insurance Expense	37,041.97
Landscape Contract	5,715.23
Landscape Maintenance, Other	73.62
Legal	583.00
Lighting	1,335.78
Office Supplies	77.59
Plumbing Repairs	8,198.15
Postage and Delivery	145.76
Repairs and Maintenance	1,946.77
Snow Removal	722.15
Sprinkler Repairs	1,373.57
Tax Prep. Fee	350.00
Taxes	177.62
Trash Removal	8,314.06
Tree/Shrub Maintenance	1,010.00
Water & Sanitation	15,547.91
Total Expense	104,612.94
Net Ordinary Income	-11,547.94
Other Income/Expense	
Other Income	
Interest Income	5.82
Total Other Income	5.82
Net Other Income	5.82
Net Income	-11,542.12

Brookside Condo Association
Balance Sheet
As of December 31, 2025

	<u>Dec 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Operating	13,288.82
Reserves	59,669.84
	<hr/>
Total Checking/Savings	72,958.66
Accounts Receivable	
Accounts Receivable	-2,750.00
	<hr/>
Total Accounts Receivable	-2,750.00
Other Current Assets	
Undeposited Funds	260.00
	<hr/>
Total Other Current Assets	260.00
Total Current Assets	70,468.66
	<hr/>
TOTAL ASSETS	<u>70,468.66</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	55,002.55
Retained Earnings	27,008.23
Net Income	-11,542.12
	<hr/>
Total Equity	70,468.66
	<hr/>
TOTAL LIABILITIES & EQUITY	<u>70,468.66</u>

Brookside Condo Association
Profit & Loss Budget vs. Actual
 January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Monthly Dues	92,395.00	95,640.00	-3,245.00	96.6%
Working Capital	670.00			
Total Income	93,065.00	95,640.00	-2,575.00	97.3%
Expense				
ACH Quarterly Bank Fee	187.00	86.00	101.00	217.4%
Annual Filings	69.00	68.00	1.00	101.5%
Annual Fire Ext. Inspection	273.00	207.00	66.00	131.9%
Asphalt Repairs	6,005.00			
Association Management Fee	7,500.00	7,500.00	0.00	100.0%
Backflow Testing	192.00			
Concrete Project	3,350.00			
Electricity	2,143.76	2,100.00	43.76	102.1%
Gutter/Downspouts	2,280.00	1,500.00	780.00	152.0%
Insurance Expense	37,041.97	40,290.00	-3,248.03	91.9%
Landscape Contract	5,715.23	5,000.00	715.23	114.3%
Landscape Maintenance, Other	73.62			
Legal	583.00			
Lighting	1,335.78			
Office Supplies	77.59	45.00	32.59	172.4%
Plumbing Repairs	8,198.15	500.00	7,698.15	1,639.6%
Postage and Delivery	145.76	150.00	-4.24	97.2%
Repairs and Maintenance	1,946.77			
Reserve Contribution	0.00	9,564.00	-9,564.00	0.0%
Snow Removal	722.15			
Sprinkler Repairs	1,373.57	1,100.00	273.57	124.9%
Tax Prep. Fee	350.00	350.00	0.00	100.0%
Taxes	177.62	180.00	-2.38	98.7%
Trash Removal	8,314.06	12,000.00	-3,685.94	69.3%
Tree/Shrub Maintenance	1,010.00			
Water & Sanitation	15,547.91	15,000.00	547.91	103.7%
Total Expense	104,612.94	95,640.00	8,972.94	109.4%
Net Ordinary Income	-11,547.94	0.00	-11,547.94	100.0%
Other Income/Expense				
Other Income				
Interest Income	5.82			
Total Other Income	5.82			
Net Other Income	5.82			

Brookside Condo Association
Profit & Loss Budget vs. Actual
 January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
Net Income	-11,542.12	0.00	-11,542.12	100.0%

BROOKSIDE CONDOMINIUM ASSOCIATION
ANNUAL MEETING

Monday, March 23, 2026, 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, 2026, to count towards a quorum and to vote at the Annual Meeting. Return proxy to: Realty One, Inc., PO Box 140396 Edgewater, CO 80214, or email admin@realtyone-co.com.

PROXY

Brookside Condominium Association

ANNUAL MEETING, MONDAY, March 23, 2026

I, _____ am a member in good standing of the Brookside 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 Brookside Condominium Association.

_____ I grant my proxy to _____ (please name an individual who will vote your proxy at the March 23, 2026 meeting.)

This proxy is executed for the Annual Meeting scheduled for March 23, 2026 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: _____, 2026 By: _____

Address: _____

**Brookside Condominium Association
Board of Directors Meeting Agenda**

Monday, January 26, 2026, 6:30pm

**Via Conference Call
1.916.235.1420
PIN# 557413**

1. Call to Order
2. Roll Call
3. Approval of the November 24, 2025 Board of Director Meeting Minutes.
4. Property Management Report
 - Year End Financials for 2025
5. Open Issues
6. New Business
7. Meeting Adjourned

Brookside Condominium
HOA Board Meeting – 11/24/2025

1. *Call to Order: 6:31PM*
2. Roll Call
 - a. Carrie and Chris Giri
 - b. Will
 - c. Amber
 - d. Jeff
 - e. Forest
3. Last HOA meeting was cancelled. No notes.
4. New Issues:
 - a. The Board asks Dana to show us a report of Insurance Quotes that they receive when they shop around.
5. Ideas for HOA raise
 - a. *Reason for raise: We are in a deficit of 10K in our reserves, Dana suggested we recoup \$26,000 to build our reserves back up.*
 - b. *Goal: to get \$26,000 to our reserves. This will only build our reserves, not cover in-case of disaster. There is also a 10% insurance raise cushion.*
 - c. **\$35 a month** (x 12 x 24 units) = 9792 + a one time special assessment of \$1,100 per unit (1,100 x 24 = \$26,400) is a total of \$36,192
 - i. If we want to break the \$1,100 up by quarter, and still get the first number, here is that breakdown.
 - ii. **\$35 a month & \$1,100 special assessment (divided quarterly = \$275) = \$36,192 by end of year.**
 - d. **\$65 a month** (x 12 x 24 units) = \$18,720 + a one time special assessment of \$300 per unit (x 24 units = \$7,200) is a total of \$25,720
 - e. **\$95 per unit** (x 12 x 24 units) with no one time special assessment is a total of = \$27,360
6. Ideas to cut budget
 - a. Look into different waste removal
 - b. Look into fake grass for the courtyard (save \$ watering front lawn)
7. HOA Board to Review Budget Options, we will review all scenarios, and reconvene by Saturday 11/29, at 12:00PM . Majority will rule, whichever option receives most votes. HOA Board members to email Amber with vote by the time stated above.
8. *Meeting Adjourned – 7:33PM*

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