

# 2021 ANNUAL MEETING MINUTES

## The Glen at Horizon Condominium Association

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October 27, 2021 @ 5:30 PM – Bray Ed. Center, 640 Belford Ave. 81501.

Meeting called to order by Christine Maxbauer HOA President

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### Bray HOA Management

Mark Shoberg  
Cayce Benton

### In Person

Pam Bakios for June Bakios  
Elizabeth Bartoszek  
Joanie Blanton  
**Son of Coulters (Resident no  
written Proxy)**  
Claire Denzler  
Clark Greshow  
Rex Hodges  
Cassidy Hollingworth  
Karen Jenkins  
Danice Kindall  
Chandler Oakes  
Doug Oblak  
Jasmine O'Connor  
Donna Rozman  
Paul Sheya for Annika Sheya  
Regina Siegfried

### Proxy

June Bakios  
David W. Enns  
Mary Beckner  
Sidney Miller  
Rebecca Manley  
William Engelman Family Trust  
Jane P. Scott  
David S. Murphy  
Laurie Holzbauer  
Cyrle Wortmann  
Gary and Deb Hodges  
Kate Joyce

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### Board Members:

Mark Kessler  
Christine Maxbauer

### Notice of Quorum Achieved

With 14 people present and 12 mailed in ballots, quorum was achieved.

### Introductions

Mark Kessler, and Christine Maxbauer introduced themselves as the present Board members.  
Mark Shoberg introduced himself as the Bray HOA Manager  
Cayce Benton introduced herself as the Bray HOA Assistant

All members present introduced themselves

### Call to Order: 5:33 PM

### Approval of 2020 Minutes

Christine Maxbauer requested for a motion to approve the 2020 annual Meeting Minutes.

One member requested to review the minutes prior to voting.

- Copy of minutes provided to member for review

1<sup>st</sup> Motion to approve 2020 Minutes: Mark Kessler  
2<sup>nd</sup> Motion to approve 2020 Minutes: Donna Rozman  
2020 Annual Meeting Minutes passed unanimously

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## **Old Business/ New Business**

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### **Old Business:**

- Painting Buildings
  - President Maxbauer gave an update on painting.
    - All chimney caps were painted in 2021. Funding came from HOA Reserves.
    - Building 727 was painted in 2021. This is the first scheduled and completed painting since 2017. Funding came from HOA maintenance fees. The HOA Board budgeted a large amount due to the extensive work required. The cost was less than budgeted. The HOA Board met in April and directed the savings from painting be spent on preserving Glen Court which is a private road. The road was crack and sealed.
    - The HOA Board has proposed budgeting the painting of one building in 2022 and thereafter painting two buildings annually.
- Landscaping
  - President Maxbauer gave an update on landscaping.
    - The HOA Board has walked the complex. A plan is necessary to repair and preserve trees and shrubs. The proposed 2022 budget reflects those values
    - Good business practice is to put out an RFP and/or a Scope of Work every three years. President Maxbauer stated that a Scope of Work is in progress and will go out for bids.
      - Homeowner expressed concern that the current landscapers don't do a good job, Bushes don't get watered, and they replaced nice trees with not so nice trees. President Maxbauer discussed that in the proposal she is writing will require sidewalk clean off and debris removal.
      - President Maxbauer stated the long term goal is to provide some greenery between the complex and the canal to block traffic and noise. The Scope of Work will prohibit cutting shrubbery down to the ground and will require testing of irrigation. The HOA Board will attempt to give shrub preferences to owners.
      - One homeowner asked if the irrigation water is why are some yards are like a swamp. Mark Shoberg explained that this is due to the project being built on a swamp. The canal is lined but there is still seepage. Discussion ensued.

- A question was asked who is responsible for the street gutters. President Maxbauer stated the landscapers are responsible and it will be detailed in the yard maintenance Scope of Work going out for bid.
- The question was asked who is responsible for tree trimming. Mark Shoberg explained the difference between landscaping and tree trimming/removal. Tree trimming and/or removal requires a tree technician licensed for the work.
- A discussion regarding placement and replacement of trees ensued.
- Dryer Vents - The Glen HOA insurance requires annual cleaning of all dryer vents. Bray has reached out to vendors and all dryer vents will be cleaned and scheduled in the Spring. The normal cost is approximately \$80 but because the whole association will be done at once the charge will be \$25 per unit. The cost will be added to owner's ledger.
- Coolers - Homeowner brought up the difficulty of getting someone to service her cooler. A discussion ensued. President Maxbauer stated that homeowners are responsible for heating and cooling their unit. Association members voted at last year's annual meeting to approve this change in past practice.

## **New Business**

- Tree and Shrub replacement
  - President Maxbauer gave a landscaping update
    - The cost to replace all dead trees and shrubs is significant. Due to owners' believing this issue is a high priority, the HOA Board has proposed only painting one building in 2022 instead of two and directing the funding towards resolving irrigation and landscape issues. President Maxbauer stated that if the proposed 2022 budget passes, no special assessment would be needed to correct landscape problems.
    - Mark Shoberg read aloud a letter from the Hodges regarding their thoughts on landscaping and painting.
- Painting
  - President Maxbauer stated the HOA Board's long term goal
    - The long term goal will be to budget for two building per year after landscaping and irrigation issues are addressed. Members discussed their painting concerns. Members requested information on the painting schedule be placed on the website.
    - Homeowner asked if he could paint his trim. The HOA board stated that the homeowner would be required to email Bray for board approval but approval is likely provided the correct paint is used.
- Lighting
  - President Maxbauer stated there is no money budgeted in 2022 for exterior lighting

- Exterior lighting was discussed by members. Members stated they do not like the present exterior lighting which is on all night. A discussion of a special assessment occurred with members not supporting a special assessment.
  - Members requested Bray HOA management provide choices for exterior lighting that addresses members' concerns. Bray will be posting choices on the website based upon members' request and members may purchase new lights at their own expense. Bray will, at owner's expense, have the lights installed at owner expense.
  - Paul Sheya motioned to have the HOA choose a model that is shielded and shines down and has a motion detector that homeowners can choose to replace at their expense. Jeff Black seconded the motion. Motion passed.
  - President Maxbauer stated that two or three choices will be put on the website and a postcard survey will determine the favored lighting. All lights must be uniform.
- Gutters
    - Members have requested bi-annual gutter cleanings. This would increase the budget by approximately \$7K per year. Member discussion ensued. Members agreed that the current schedule of one cleaning per year will continue.
  - Parking
    - A new Parking Policy is being implemented on January 1, 2022. The policy was amended at an April 2021 HOA board meeting. Member discussion ensued. Bray HOA management explained how the policy will be implemented. Members requested and agreed that the Parking Policy will not be implemented during holidays.
  - Concrete
    - Member expressed concern about staircases pulling away from foundations. Bray HOA management stated Adcock Concrete evaluated and stated their opinion that the issue is more of an aesthetic issue than a safety issue. Adcock estimates replacing one stairway is approximately \$12,000.

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## 2021 Budget

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- A discussion of the 2021 Budget ensued.
  - Irrigation is domestic water and the HOA pays the cost
  - Late fees are not budgeted
  - Member asked if all owners were current on their special assessment for concrete. Yes
  - Member expressed concern about the private road. The plan will be to use Reserves.

- Member asked what is included in pest control. Wasps. Special requests need board approval
  - Water Rights – the HOA owns 13 shares and will not sell them.
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## **2022 Budget**

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- President Maxbauer asked for a motion to approve the 2022 Budget
    - Motion by Donna Rozman, seconded by Doug Oblak to approve the proposed 2022 Budget. Motion passed with one opposed.
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## **Annual Election**

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- Cassidy Hollingworth volunteered to be on the HOA board. Discussion ensued.
  - President Maxbauer asked for nominations from the floor
    - Motion by Danice Kindall for the current board to remain in their positions, seconded by Donna Rozman. Motion passes unanimously.
    - Motion by Greg Sanchez (not in yard or sign in sheet) for Cassidy Hollingworth to be on the board. Motion failed due to lack of a second.
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## **Adjournment**

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The 2021 Annual Meeting was adjourned at approximately 7:18 p.m. by President Maxbauer.

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Signature

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Date