

Pepper Tree HOA
2026 Annual Meeting
Wednesday, December 10, 2025
5:30 PM & via Zoom (please see info below)
Grand Junction Church of Christ
2893 Patterson Rd, Grand Junction, CO 81506

Agenda

1. Meeting Called to Order & Verification of Quorum
2. Introduction of Board of Directors

President:	Victoria Surroz	Vice President:	Jason Petermen
Secretary:	Tiffany Harris-Vigil	Treasurer:	Lyle Vann
At Large:	John Crist	At Large:	Kathleen Casetta
3. Introduction of Heritage Property Management Team

HOA Manager:	Briana Molinari	Admin Assistant:	Ranese Rash
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4. Approve 2025 Annual Meeting minutes [copy enclosed]
5. Unfinished Business
 - Swamp Cooler Responsibility
6. New Business
 - Potential Insurance Claim
 - Roofs (Wind & Hail Damage)
 - Dues Increase
7. Presentation & Ratification of 2026 Proposed Budget [copy on back]
8. Nomination & Election of Board Members (Members must be in good standing)
9. Open Forum
10. Adjournment

Zoom Info:

Time: Dec 10, 2025 05:30 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/83583696925?pwd=JdoTKd2JxG6v6TLxuj86XQbqTeiocC.1>

Meeting ID: 835 8369 6925

Passcode: 860428

Questions requiring research [e.g. CC&Rs, finances, etc] need to be submitted prior to the meeting. Send questions to info@hpmgj.com

NOTICE: If you are unable to attend this meeting, please complete and return the enclosed proxy to: Heritage Property Management at 2650 North Ave St 116, Grand Junction CO 81501 or via e-mail to info@hpmgj.com. Thank you

Pepper Tree HOA Budget

Proposed 2026 Budget (10% Dues Increase & Insurance Special Assesement)

	2025	*2025 Actual	2025 Projected	
Income	Approved	YTD		2026 Proposed
Assessments (48 x \$222 x 12)	116,352.00	95,264.65	116,352.00	127,872.00
Insurance Claim Proceeds	0.00	18,059.99	18,059.99	0.00
Insurance Special Assessment (48 x \$77 x 12)	0.00	0.00	0.00	44,352.00
Interest Income	0.00	35.96	46.36	0.00
Late Fees	0.00	107.80	107.80	0.00
Violations/Fines	0.00	0.00	0.00	0.00
Total Income	116,352.00	113,468.40	134,566.15	172,224.00
Expenses	2025	*2025 Actual	2025 Projected	2026 Proposed
	Approved	YTD		
Repair & Maintenance	12,274.38	518.66	518.66	30,000.00
HVAC (Heat, Ventilation, Air)	0.00	17,177.67	17,177.67	0.00
Roof Repair/Replacement/Maintenance	16,100.00	150.00	150.00	17,000.00
Landscape Maint-On Contract	17,910.00	15,854.00	17,910.00	18,300.00
Landscape Maint-Off Contract	0.00	0.00	0.00	0.00
Tree and Shrub Maintenance	1,500.00	0.00	0.00	1,500.00
Irrigation System Expense	5,000.00	5,428.68	5,600.00	6,500.00
Irrigation Vault Cleaning	0.00	0.00	0.00	1,000.00
Snow Removal	900.00	0.00	450.00	900.00
Lien/Filing & Processing	0.00	104.00	104.00	200.00
Management	5,136.00	3,946.00	4,714.00	4,608.00
One-Time Start Up Fee	0.00	150.00	150.00	0.00
Insurance	25,000.00	20,490.88	31,190.88	43,900.00
Insurance Claim Expenses (Water Break)	0.00	32,525.14	32,525.14	0.00
Electricity	1,000.00	522.20	650.00	850.00
Water	18,500.00	14,473.97	19,500.00	19,900.00
Sewer	15,000.00	13,161.04	16,000.00	16,700.00
Trash Disposal	7,500.00	6,588.15	8,793.15	8,000.00
Postage & Mailing	250.00	483.75	643.00	600.00
Income Tax	0.00	17.47	17.47	570.00
Legal & Accounting	550.00	266.00	266.00	650.00
Taxes & Licenses	50.00	25.00	69.00	80.00
Website	318.00	0.00	0.00	0.00
Miscellaneous	50.00	1,050.00	1,050.00	0.00
Reserve Fund	0.00	0.00	0.00	950.00
Total Expenses	127,038.38	132,932.61	157,478.97	172,208.00
Net Income	-10,686.38	-19,464.21	-22,912.82	16.00
Balance Operating Account 11/04/25	11,649.88			
Balance Money Market Account 11/04/25	19,664.65			
Total Cash as of 8/8/25	31,314.53			

*2025 Actual YTD is as of 11/04/25

Pepper Tree HOA Budget

Proposed 2026 Budget (Monthly Dues Increase to \$300)

	2025	*2025 Actual	2025 Projected	2026 Proposed
Income	Approved	YTD		
Assessments (48 x \$300 x 12)	116,352.00	95,264.65	116,352.00	172,800.00
Insurance Claim Proceeds	0.00	18,059.99	18,059.99	0.00
Interest Income	0.00	35.96	46.36	0.00
Late Fees	0.00	107.80	107.80	0.00
Violations/Fines	0.00	0.00	0.00	0.00
Total Income	116,352.00	113,468.40	134,566.15	172,800.00

	2025	*2025 Actual	2025 Projected	2026 Proposed
Expenses	Approved	YTD		
Repair & Maintenance	12,274.38	518.66	518.66	30,000.00
HVAC (Heat, Ventilation, Air)	0.00	17,177.67	17,177.67	0.00
Roof Repair/Replacement/Maintenance	16,100.00	150.00	150.00	17,000.00
Landscape Maint-On Contract	17,910.00	15,854.00	17,910.00	18,300.00
Landscape Maint-Off Contract	0.00	0.00	0.00	0.00
Tree and Shrub Maintenance	1,500.00	0.00	0.00	1,500.00
Irrigation System Expense	5,000.00	5,428.68	5,600.00	6,500.00
Irrigation Vault Cleaning	0.00	0.00	0.00	1,000.00
Snow Removal	900.00	0.00	450.00	900.00
Lien/Filing & Processing	0.00	104.00	104.00	200.00
Management	5,136.00	3,946.00	4,714.00	4,608.00
One-Time Start Up Fee	0.00	150.00	150.00	0.00
Insurance	25,000.00	20,490.88	31,190.88	43,900.00
Insurance Claim Expenses (Water Break)	0.00	32,525.14	32,525.14	0.00
Electricity	1,000.00	522.20	650.00	850.00
Water	18,500.00	14,473.97	19,500.00	19,900.00
Sewer	15,000.00	13,161.04	16,000.00	16,700.00
Trash Disposal	7,500.00	6,588.15	8,793.15	8,000.00
Postage & Mailing	250.00	483.75	643.00	600.00
Income Tax	0.00	17.47	17.47	570.00
Legal & Accounting	550.00	266.00	266.00	650.00
Taxes & Licenses	50.00	25.00	69.00	80.00
Website	318.00	0.00	0.00	0.00
Miscellaneous	50.00	1,050.00	1,050.00	0.00
Reserve Fund	0.00	0.00	0.00	1,500.00
Total Expenses	127,038.38	132,932.61	157,478.97	172,758.00

Net Income	-10,686.38	-19,464.21	-22,912.82	42.00
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Balance Operating Account 11/04/25	11,649.88
Balance Money Market Account 11/04/25	19,664.65
Total Cash as of 8/8/25	31,314.53

*2025 Actual YTD is as of 11/04/25

2024 Annual Peppertree HOA Meeting Minutes

- Meeting called to order 6:03 PM
- Members present: Jason/Member @ Lg, John/ Member @ lg, Lyle/ Treasurer, Vickie/President, Tiffany/ Secretary (Ethan was at the table but had to leave before the meeting began) Donna/ HOA Manager
- 2023 Minutes addressed: Projects completed:
 - Irrigation repairs
 - Siding repair
 - Trees planted
 - Lg cottonwood tree removal
 - Peppertree is not a part of GJ Spring Cleanup- the single family home off of W Indian Creek is, but unit owners and tenants of Peppertree are NOT to put refuse in that pile
- New Business review
 - Torres Roof & Vivax has surveyed the neighborhood to review buildings for need of paint and roof repair. A schedule is to be prepared by Property Manager according to bids from vendors for review.
 - Roofs on Building 588, units 1&6 as well as 590 #1 will be replaced in 2024
 - Multiple units have rated in same rank of need- those will be listed in order of repair using the previous schedule.
 - Ex: 589, 2876 etc all rate @ #7 in order of need- 589 was listed before 2876 so 589 would be repaired prior to 2876
 - Building 588#1&6 roof is being replaced due to damage to the roof decking from malfunctioning swamp coolers- those owners are to pay a portion of repair due to damage- Property Manager has served those owners with notice of \$450 owned by each owner
 - Parking restriction questions- GJ Police Department has ticketed residents and renters that had been parking on the West side of Indian Creek, South of Cascade. There is a NO Parking sign in question placed in front of building 591. Vickie has been in contact with the City and they are investigating if the NO Parking sign was placed by them, or the HOA. If it was placed by the HOA, it can be removed and parking on that section of the street should be ok, if it was placed by the City- parking is not allowed along that section all the way to Presley
- Budget review
 - Board was able to cut costs and save money on landscaping and irrigation repairs came in under budget.

2024 Annual Peppertree HOA Meeting Minutes

- Budget provided does show we are estimated to come in \$10, 686.38 under in ordinary income which will need to be taken from the checking balance leaving a balance of \$14,583.11 in checking
- Questions and comments
 - Can an owner opt out of irrigation and cap irrigation?
 - Owner in question stated they have wood chips/ no grass
 - Area in question to be investigated by board and most likely ok to cap area
 - Can an owner chop trees on their own?
 - Owner in question stated they have trimmed trees near their unit
 - Area in question to be investigated by board- if this is dead section of tree- yes owner is ok to trim dead sections from tree
 - Owners are NOT ok to just remove shrubs or trees they don't want without prior authorization from the board
 - Is it a possibility to put some of our savings balance into a high yield account or CD to earn more interest and save more?
 - Property Manager will inquire with Alpine to see what our options are
 - What are the regulations on savings balance required? (New laws and regulations have been placed on HOA's effective in 2024)
 - 17%/ Peppertree should have \$20,000 in our account to comply with regulation
 - Items on back porch should not be visible- what items does this include for those units without a fence
 - "storage unit items" should not be visible. Porch furniture, BBQ grills and things of that nature are acceptable to be in sight
 - Insurance has increased substantially! Who are we using- why the increase?
 - Per manager- there are only 5 companies that will cover HOAs and they have increased rates across the board due to higher risk with attached housing/ HOA's
 - Manager suggested owners write the insurance commissioner with the state
 - Would probably be to our benefit to shop and see what rates we might be eligible for with other insurance companies as well

2024 Annual Peppertree HOA Meeting Minutes

- Manager will post a copy of the current insurance policy on our website for owners review- pw protected PT1234
- Delinquency- -there is one owner out of compliance with paying dues and late fees- per manager, lien has been placed on her property and manager has been told owner has filed for bankruptcy- however no proof of BK has been provided.
 - Manager mentioned we can take owner to small claims court
 - Possibly get a 2nd opinion from a different attorney
 - Altitude Law charges flat fees for items for HOA's
 - In the end it was common consensus small claims court is probably in our best interest if \$65 fee to file claim with court and if it goes to court up to \$5000 of possible \$8000 owed can be collected-
 - With new regulations in place payment plans must be accepted as low as \$25 mo.- only a portion of total outstanding can be collected- causing a longer delay in collecting only a small portion of what is owed
- PO Boxes- an owner with a mailbox in the middle near the bottom has had damaged mail due to unit leaking when there is weather
 - Manager will contact Post Office to see if this is something that can be replaced or find out if this is the responsibility of the HOA to replace
- Sidewalk in front of 591 building has uneven sidewalk
 - Board to review area in question and possibly have shaved down to avoid tripping hazard
- New board member was voted in – Katie of 598 W Indian Creek has filled a vacancy on the board John Fletmeyer relinquished his position as VP this year.
- Meeting was adjourned @ 7:40 pm

Pepper Tree HOA

BALLOT

Please DO NOT fill out this ballot prior to the Annual Meeting on Wednesday December 10, 2025. Additional information will be provided at this time.

Per the Association's Declaration of Covenants, Conditions, and Restrictions (Article IV Section 3a), the Board of Directors has the power to increase the annual Dues by 10% above the maximum annual assessment for the previous year without a membership vote. However, this increase alone will not be enough to cover operation costs. To avoid a Special Assessment which will risk the Association's insurability, Dues must be increased by an additional 38.5% for a total amount of \$300.00 per month. This additional increase requires a 2/3 (67%) approval via a membership vote.

☐

I vote for an additional Dues increase of 38.5% for a total Dues amount of \$300.00 per month.

☐

I vote against an additional Dues increase of 38.5% for a total Dues amount of \$300.00 per month.

By submitting this ballot, the Owner, as designated below, understands and agrees that if the additional 38.5% Dues increase is approved by the Membership, the Association shall adopt the approved increase.

Homeowner Name _____

Pepper Tree HOA Address(s) _____

Homeowner Signature _____

Date _____

Please complete this form and return at the annual meeting or by mail no later than **January 1, 2026 to:**

**Pepper Tree HOA
% Heritage Property Management
2650 North Ave. Suite 116, Grand Junction, CO 81501**

Once cast, a ballot may not be revoked. In order for the proposed increase to be adopted and become effective, it must be approved by at least 67% of Members of the Association entitled to vote (i.e., Members holding at least 33 votes. Members must be in good standing to vote).

**The Board of Directors of the Pepper Tree HOA
appreciates your participation.**

PEPPER TREE HOA 2026 ANNUAL DISCLOSURE

Colorado Law (CCIOA) requires that the following disclosures be made annually:

1. The legal name of the association is: Pepper Tree Homeowner's Association, Inc.
2. HOA Disclosure Documents, Declaration, Articles of Incorporation, Bylaws, Rules and Regulations, Responsible Governance Policies, Meeting Minutes, Certificate of Insurance, Current Annual Budget, Current Financials, Reserve Study (if available) and other miscellaneous documents and information can be located on the HOA website that is maintained by Heritage Property Management at www.hpmgj.com or obtained at no charge by emailing info@hpmgj.com or calling 970-243-3186.
3. Board Meetings are held: Monthly.
4. The registered agent for the association is: Heritage Property Management, 2650 North Ave, #116, Grand Junction, CO 81501. 970-243-3186 info@hpmgj.com
5. The initial date of the recording of the Declaration is: July 21, 1993
6. The reception or book and page number for the recording in the Mesa County Public Records is: Book: 1992 Page: 751
7. The association's fiscal year is: January to December.
8. The per unit assessments are: \$300 paid monthly (pending 2026 budget approval). There are currently no special assessments.
9. A transfer fee of \$150 will be due at closing, made payable to Heritage Property Management, 2650 North Ave, #116, Grand Junction, CO 81501.

**Pepper Tree Homeowners Association
ANNUAL MEETING 2026**

PROXY

I am an Owner in the Pepper Tree Homeowners Association. I will be unable to attend the Annual Meeting on Wednesday, December 10, 2025, and I am designating my Proxy:

Name of Designee: _____
(The Board President will be assigned your Proxy vote if no one is designated)

to act on my behalf at the Meeting. My Proxy will vote for me in any and all matters that are presented at the Annual Meeting.

Address: _____ **Signature:** _____

Printed Name: _____

Please return signed Proxy Form to Heritage Property Management (2650 North Ave, Ste 116, GJ 81501 or email to info@hpmgj.com)