

CRYSTAL BLUFFS HOMEOWNER'S ASSOCIATION
MINUTES OF THE QUARTERLY MEETING OF THE BOARD OF DIRECTORS
JULY 29, 2025 at 3:00 PM MT

A meeting of the Board of Directors of the Crystal Bluffs Townhome Association was held on Wednesday, July 29, 2025, at 3:00pm at the RVR Ranch House Boardroom and Zoom Conferencing, Carbondale, Colorado, County of Garfield.

RECORD OF PROCEEDINGS

- 1) Call to Order / Verification of Quorum:** The meeting was called to order by President, Robert Benedetti at 3:00 p.m. Board members present included Peggy Beeler, Sara Gilbertson, Ginny Rutkowski, Susan Blake and Rob Benedetti. Also present were Kari Crowley, Bill Crowley and Nick Cova from Silver Mountain Properties. Kari Crowley assumed the role of secretary to prepare a recording of the meeting. With verification of quorum, the meeting proceeded.
- 2) Open Forum:** Lance Bronk was in attendance and pointed out a correction needed in the minutes from the board meeting on May 21, 2025. He also commented on the recording of the Zoom meeting, items on the agenda, inspections, driveway improvements on his lot, and new tree sprouts that need cut. Lance asked when his driveway patch would be completed and he was advised that the BOD would review the estimate and inform him of their decision. Lance offered to pay for the work himself if that's what it took to get it done. The Board took his comments under advisement.
- 3) Approval of Prior Meeting Minutes:** With one small change on one board member's name, Rob Benedetti motioned to approve, the motion was seconded by Sara Gilbertson, all approved.
- 4) Financial Review:** Kari Crowley from SMP provided a brief review of the Association as of June 30, 2025. She noted total assets of \$30,343, with \$10,642 in the operating account, \$36,008 in the Money Market Bank account, and \$82,278 in a CD. She mentioned that the cash flow is slightly constrained, but in the first and second quarter reserve contributions have been made. Kari also discussed the upcoming budget meeting in the fall, where they will consider updating the reserve study, which was last done in 2023, and noted that the remaining reserve funds will be used for painting and gutter guards. Additionally, Sara Gilbertson informed the group that they will receive a \$2,500 reimbursement from the nonprofit wildfire collaborative for fire mitigation efforts.
- 5) Old Business:**
 - a) Homeowner reimbursement for fire mitigation:** Completed
 - b) Lattice Replacement:** Project completed
 - c) Email approval for CD renewal:** Approved by the Board via email on 6/24/25
- 6) New Business:**
 - a) Siding Replacement/Painting Update:** Nick Cova from SMP reported that the painting is underway and the siding replacement work was completed, noting that necessary repairs were completed on buildings 1250 and 1252 at a cost of \$9,945. The work included replacing
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missing shingles on dormers, with the contractor providing materials at no cost. Nick explained that while this year's siding work was expensive, it was necessary to avoid a projected \$2.9 million replacement cost by 2050, and the work achieved about 80% of fire prevention requirements through a combination of ember protection and fuel limitation. Some touch-up painting is needed for 1272 at the cost of approximately \$800. Sara Gilbertson motions to approve the expenditure, Peggy Beeler seconded the motion and all approved.

- b) Slow and/or Kids at Play Signs in Neighborhood:** Peggy Beeler discussed the addition of more children in the neighborhood and that residents need to be mindful of the road speed limit. Getting signage for the road was discussed but tabled for now. SMP will send an email reminder to all owners regarding speed and other important reminders.
- c) Trim Bushes on Back of Island:** Peggy will ask the landscaper to do this work to help gain a better visual for cars coming around the corner.
- d) Insurance discussion:** The insurance policy was renewed with Farmers after evaluating multiple options. The Farmers Insurance policy includes a restriction on grills within 10 feet of buildings, so SMP drafted a new policy for grills on decks and that has been recorded with the county and shared with the homeowners. Bill Crowley from SMP will continue to shop for better coverage and revisit CAU option after 90-day waiting period.
- e) Fire Mitigation Remaining Items:** The fire mitigation process continues with removal of mulch, trees and grills being moved 10 feet from all structures according to the fire marshal and the HOA insurance company.
- f) Inspection Report Google Doc:** This was discussed briefly that it is a living document that only the Board and SMP has access to prioritize maintenance projects and repairs that are deemed needed and within the budget respectively.
- g) Schedule Next Meeting:** The next meeting will be the budget meeting and was scheduled for October 21, at 3pm.

7) Executive Session: N/A

- 8) Adjourn:** With nothing further to discuss, Sara Gilbertson motioned to adjourn the meeting at 3:44 p.m, followed by a second motion from Rob Bendetti.

Respectfully submitted,

/s/ Kari Crowley

Secretary to the Meeting

/s/ Robert Bendetti

President