

CRYSTAL BLUFFS HOMEOWNER'S ASSOCIATION
MINUTES OF THE QUARTERLY MEETING OF THE BOARD OF DIRECTORS
OCT 21, 2025 at 3:00 PM MT

A meeting of the Board of Directors of the Crystal Bluffs Townhome Association was held on Tuesday, October 21, 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, Ginny Rutkowski, Susan Blake and Rob Benedetti. Sara Gilbertson was absent. Also present were Kari Crowley, Bill Crowley and Nick Cova from Silver Mountain Properties. Ashley Lynch, RVRMA General Manager, was also present. Kari Crowley assumed the role of secretary to prepare a recording of the meeting. With verification of quorum, the meeting proceeded.
- 2) Open Forum:** none
- 3) Approval of Prior Meeting Minutes:** With no changes needed, Rob Benedetti motioned to approve the minutes from the previous meeting held on July 29, 2025. The motion was seconded by Peggy Beeler, all approved.
- 4) Financial Review:**
 - a) YTD:** Kari Crowley from SMP provided a brief review of the Association as of September 30, 2025. Total assets are \$99,876.10, consisting of \$16,001.11 in operating funds and \$83,150.07 in reserve funds (including a CD that remains illiquid for the next couple of months).
 - b) 2026 Budget:** Kari then presented a draft budget for 2026 and the Board reviewed various budget line items. She explained the increases to account for rising costs in several key areas while continuing to support essential maintenance, community projects, and reserve funding that protect the property values. The operating budget reflects an approximate 9% increase and the reserve budget reflects a 3% increase. With no objections to the budget as presented, Peggy Beeler made a motion to approve the 2026 budget, Rob Benedetti seconded the motion, and all approved.
- 5) Old Business:**
 - a) Stone Work:** Discussion ensued regarding a proposal to repair loose and missing stones throughout the neighborhood. Nick Cova from SMP provided a quote not-to-exceed price of \$5,200 for 80 man-hours at \$65/hour, allocating 10 hours per building to reinstall loose or missing stones. Nick recommended scheduling for spring 2026 due to weather constraints and budget limitations and Peggy Beeler agreed that the HOA should table this project until next year.

- b) **Slow and/or Kids at Play Signs in Neighborhood:** The Board reported the speeding in the neighborhood has improved.
- c) **Trim Bushes on Back of Island:** This has been completed.
- d) **Insurance discussion:** The Board discussed current insurance quotes and pending proposals from multiple carriers. Bill Crowley from SMP explained that 360 Insurance quoted \$26,900 with \$10,000 deductible per building, compared to current \$44,000 with Farmers. Mountain west and American Family have not provided quotes at the time of the meeting, but Bill expects the Mountain West quote to be higher. No decision was made until the remaining quotes are received.
- e) **Fire Mitigation Remaining Items:** This project is complete with the exception of one home still in need of rock replacement which will be completed in 2026.

6) New Business:

- a) **1274 Driveway Widening:** The Board addressed the homeowner request to widen the driveway by approximately 18 inches. Nick explained that the request was made after the scheduled 2025 paving was completed. A motion was made by Peggy Peeler to widen the driveway at 1274 to replace the rocks and dirt that currently exist with the option to complete this as soon as possible at the expense of the owners of 1274, or at the time of scheduled paving and sealing in 2026 at the HOA expense. Ginny Rutkowski seconded the motion and all approved.
- b) **Gutter Cleaning:** Peggy Beeler reported that gutters on her unit appear to have guards missing; leaves accumulating on metal roofs with nowhere to drain. Nick Cova will have the contractor return to address any missed sections.
- c) **Light Timer:** Peggy mentioned that her husband has been managing the light timer on the entrance sign for five years but can no longer take care of that. Bill Crowley from SMP ensured the Board that SMP staff can handle season timer adjustments going forward.
- d) **Schedule Annual Meeting:** The annual meeting was scheduled for Wednesday, December 3, 2025, at 4:00 pm at the RVR Ranch House and via Zoom.
- e) **Expiring Board Terms: Rob, Sara and Peggy:** Kari reported that there will be an open election at the annual meeting for three expiring board terms. Both Rob and Sara have expressed interest in running for another term and Peggy is undecided. SMP will solicit nominations for any other board candidates in the meeting packet.

7) Executive Session: The Board entered an executive session at 3:44 pm to discuss disputes that are the subject of pending or imminent court proceedings or matters that are privileged or confidential between attorney and client. Executive session closed at 4:13 pm.

8) Adjourn: With nothing further to discuss, Rob Benedetti motioned to adjourn the meeting at 4:14 pm.

Respectfully submitted,

/s/ Kari Crowley

Secretary to the Meeting

/s/ Robert Benedetti

President