

ORCHARD TOWNHOME HOWEOWNER ASSOC.

PO Box 1149
Glenwood Springs, CO 81602
(970) 945-7266

Board of Directors Meeting
Held at Glenwood Community Center

March 25, 2026
5:00 p.m.

PRESENT: Dave Heiberger – Board of Directors
Edwin Salgado – Board of Directors
Heather Craven – Board of Directors
Jake Berwanger – Board of Directors
Danielle Reschke – Board of Directors
Frank and Rosie McSwain – Homeowners
Jim Phillips – Homeowner
Bethany Owens – Homeowner
Dave Erickson – Homeowner
156 Orchard LLC – Homeowner
Gavin Griffith – Homeowner
Susan Wilson – Homeowner
Justin Windholz – Crystal Property Management

A Board of Directors meeting for the Orchard Townhome Homeowners Association was held at the Glenwood Springs Community Center. The meeting was called to order at 5:05 pm. A quorum of the Board was established.

- Meeting Minutes
 - The Board reviewed and approved meeting minutes from February 2026.
- Financial Reports
 - The Board reviewed financial reports from February 2026. These reports will be reviewed again at the March meeting.
- 2026 Maintenance Projects
 - Bids for tree trimming were reviewed. Additional bids are still being collected.
 - The Board reviewed pricing provided by GCG Contractors to make siding repairs throughout the complex. Dave Heiberger asked for additional bids to be collected before proceeding. There was discussion about the issue. A motion was made to approve the bid provided. The motion was seconded and approved 4 yes to 1 no. It was noted that several areas will receive minor repairs and several areas will be repaired more thoroughly.
 - The Board discussed irrigation system maintenance. The water storage pits were recently cleaned out of all debris. The Board discussed timing of the system start up. Dave explained that he thought the landscapers should have already started with the start up including aeration, irrigation turn on, and mowing. It was agreed that an on-site meeting would be set up with the landscapers asap.

- The Board discussed fence repairs but the repairs to the fence depend on what is done with the trees. This will be reviewed and considered when the tree maintenance pricing is collected.
- The Board discussed building maintenance and what is or is not covered by the HOA insurance policy. Danielle noted that she talked with the HOA insurance provider who believed that the beams above the building patios and decks would be covered in the event of an insurance claim. This issue will be discussed further in the future.
- Painting bids were reviewed. It was agreed the painting would be tabled until the building repairs are complete.
- The Board discussed the Community Broadband proposal. The Board would like the fiber lines to be put into a conduit piping. CBN will not pay for that but would instead just bury the line. The Board agreed the project would be tabled for now because of the issue surrounding the conduit.
- The Board discussed parking enforcement. Edwin agreed to remove any old signs. The new signs have been installed. The Board agreed that the HOA rules need to be updated before enforcement can begin. Reviewing the rules will be discussed at future meetings.
 - The McSwains were present to ask for an additional parking space for their unit. The Board advised the parking plan for the whole community is being considered and their request would be part of that discussion but at this time there would be no changes to the parking layout.
- In addition to parking rules and enforcement the Board will also review the Rules and Regulations and make changes if necessary to them at the next Board meeting where all owners could provide input. Sample violation notices and parking reminders will be reviewed as well. As part of the rules, deck staining requirements will be clarified so all owners can be notified after the next meeting and so that everyone has ample time to comply.
- It was requested that the area near Orchard Drive and Orchard Lane continue to be reconstructed and a sign that was damaged be replaced.
- The Board noted that they will be creating a new HOA email account for owners to send requests to. The hope is that this will allow for all requests to be streamlined.

With no further business the meeting was adjourned at 6:40pm. The next Board meeting is scheduled for April 21, 2026 at 5pm and will be held at CPM offices.

Respectfully,
Justin Windholz