

340 Thirteenth St Condo Association.
1512 Grand Ave., Suite 109
Glenwood Springs, CO 81601
(970) 945-7266

2026 Annual Meeting Minutes
February 19, 2026 6:00pm

PRESENT: Sean and Greg Jeung
Joyce Jenkins
Mindy White
Mava Leighty
Roger Wilkerson
Proxies from Katie Marquette and Susie Richardson
Justin Windholz – Crystal Property Management (CPM)

The 2026 Annual Meeting of the 340 Thirteenth St Condos was held on February 19, 2026 via video conference. The meeting was called to order at 6:05 pm. A quorum of the members was established.

Financial Reports

- The financial reports from December 2025 were reviewed and discussed. The budget for 2026 was discussed. After discussion, a motion was made to keep the monthly fees at their existing level. A one-time assessment of \$625 would be issued to help fund the budget. Owners who are in need will be able to create a payment plan if necessary. The motion was seconded and approved unanimously.

Meeting Minutes

- The meeting minutes from the 2025 Annual Meeting were reviewed and discussed. A motion was made to approve the meeting minutes. The motion was seconded and approved unanimously.

New Business

- Members present discussed the ownership of the common areas. It is currently listed with the County Assessor as still belonging to the developer, KLM Properties. This was discussed many years ago but never corrected. It was agreed that Crystal Property would review the historical documents to see if the quit claim that was originally drafted is available. Once that has been determined, it will either be updated or if it is unavailable a new one will be created and will be sent to KLM Properties.
- Insurance coverage at the property was discussed. In 2025, insurance coverage was switched to 360 Insurance as the previous policy with American Family would no longer be offered. Switching to 360 saved the Association in annual premium payments for similar insurance coverage.
- Gutter guards were installed at the property and heat tape was replaced in 2025. The group agreed to continue to monitor the gutters to make sure they are working properly.

- Crystal Property will create a newsletter for all residents to be posted on all doors reminding residents to dispose of trash properly. Recently, there has been an increase in trash around the property.
- Parking at the property was discussed. It seems like any prior parking issues have been rectified but will continue to be monitored.
- Painting at the property was discussed. Pricing will be collected to scrape and re-paint trim, window trim, outdoor lighting covers and the shed.
- Landscaping was discussed at the property. The current landscapers are doing an adequate job. The Board will review xeriscape options at the property which might be able to be funded from City grants.

New Business

- Mindy White, Greg Jeung, and Linda Gallegos terms are through 2025. Linda was unavailable for the meeting but assuming she is interested in continuing to serve on the Board everyone was happy to retain the three members for 2026. A motion was made to elect Mindy, Greg and Linda (assuming Linda will continue to volunteer). The motion was seconded and approved. Everyone thanked them for continuing to serve on the Board. Roger Wilkerson advised he would have Linda tell everyone her availability for 2026.

With no further business the meeting was adjourned at 7:05 pm.

Respectfully,

Justin Windholz