

ORCHARD TOWNHOME HOWEOWNER ASSOC.

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Board of Directors Meeting
Held at CPM Offices
1512 Grand Ave #109, Glenwood Springs, CO 81601

August 23, 2023
5:30 p.m.

PRESENT: Dave Heiberger – Board of Directors
John Bone – Board of Directors
Amy Hausman – Board of Directors
Edwin Salgado – Board of Directors
Justin Windholz – Crystal Property Management

A Board of Directors meeting for the Orchard Townhome Homeowners Association was held at 1512 Grand Ave #109, Glenwood Springs, CO 81601. The meeting was called to order at 5:30 pm. A quorum of the Board was established.

- Financial Reports
 - The Board discussed the current financial reports through July 2023. A motion was made to accept the reports. The motion was seconded and approved.
 - It was agreed that a transfer of funds would be made from the reserve account to the checking account to fund the fence replacement that will be complete soon.
- New Business
 - The Board discussed the new City trash program. All units in the Association will be part of the new program and the Association has two options; 1- have the Association be the customer and keep things mostly the same with the exception of mandatory recycling and increased pricing or 2- switch so that all unit owners will be able to sign up directly with the City and put the trash into their names which will allow them to choose different service levels. Several questions will be clarified with the City / Mountain Waste about the service, then the owners will be polled as to which option to choose.
 - The Board reviewed tree trimming at the property. Extensive tree trimming was complete in the spring. The vendors did an excellent job. One owner asked that her tree be trimmed for insurance reasons. Dave agreed to coordinate the request.
 - Fence replacement along the south side of the property is ready to begin soon. There was discussion about the condition of the landscaping in the area. It was agreed that the area would be redone but because of the timing it might be more practical to do so in the spring of 2024.
 - The landscapers at the Association have continued to do a good job. There were no concerns with the work provided.
 - The Board discussed siding repairs at several units. 3G construction is scheduled to complete the work this season.

- Replacement signs at the property have been ordered and should be in soon. These signs will replace the old, faded signs. As a temporary solution to the faded signs the Board will investigate putting laminated print signs on the old, faded signs.
- Gutter cleaning is scheduled for the fall.
- Violations
 - Crystal Property advised of staffing changes to help with increased violation turnaround times.
 - It was agreed that several units would be sent to the Association attorney for review and aid.
 - Parking at the property was discussed. After discussion, it was agreed that a new booting company would be contracted with. Authority will be given to all Board members to authorize boots on cars. Signs have been installed at the property.
 - The Board discussed one unit and several incidents that have occurred at the unit regarding violations and maintenance. After discussion, it was agreed that the issue needs to be reviewed by the Association attorney. A meeting will be scheduled to discuss the issue.
 - It was agreed that speed limit signs would be installed at the property.
 - Additional violation notices would be sent to several units regarding dog waste, dogs on leash, window screens, and charcoal grills.

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

Respectfully,
Justin Windholz