

PENROSE PLAZA UNIT OWNERS ASSOCIATION

1512 Grand Ave., Suite 109
Glenwood Springs, CO 81601
(970) 945-7266

Board Meeting
April 22, 2026
2520 S Grand Ave #309
Glenwood Springs, CO 81601

PRESENT: Dana Chiapinelli – Board of Directors
Jaime Roth – Board of Directors
Rodney Naylor – Board of Directors
Michael Manchester – Board of Directors
Justin Windholz – Crystal Property Management

A regular Board meeting of the Penrose Plaza Unit Board of Directors was held on April 22, 2026 at 3:30 p.m. at 2520 S. Grand Ave #309, Glenwood Springs, CO 81601.

- The Board reviewed and approved meeting minutes from the March 2026 Board meeting.
- The Board reviewed financial reports through March 2026. Most expenses have been normal and/or anticipated.
- The Board discussed several on-going projects
 - o Re-keying common area doors was discussed. The project will rekey all common area doors and integrate 3rd floor owners entry doors. The project is expected to be coordinated and completed soon.
 - o Several projects have been completed recently including brick repairs, security camera installation, additional floor mats, garage and stairwell cleaning, electrical repairs in the garage, dryer vent cleaning of the residential units, landscaping spring cleaning, parking lot sweeping. Several projects are still in progress including gutter repairs, additional signage, and trash enclosure repairs.
 - o Parking was discussed. Jaime agreed to work on a letter that will be sent to JR Gym noting the Associations concerns.
- The Board discussed barking dogs at the Wanderlust Dog Care center. Michael has been working with a neighboring property to bring the issue before the Glenwood City Council for further enforcement action. The dogs at the property bark continuously throughout the day which is believed to be a violation of the zoning variance they were granted.
- The Board discussed creating new policies requiring owners to submit for approval for any redesign requests of interior spaces. Crystal Property will draft policies for the Board to review.

With no further business, the meeting was adjourned at 4:45pm

Respectfully,

Justin Windholz
Crystal Property Management