

PENROSE PLAZA UNIT OWNERS ASSOCIATION

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

Board of Directors Meeting
February 19, 2025
2520 S Grand Ave #202
Glenwood Springs, CO 81601

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

The Penrose Plaza Unit UOA Board of Directors held a meeting on February 19, 2025 at 3:30 p.m. at 2520 S. Grand Ave #202, Glenwood Springs, CO 81601.

- Call to Order: Dana Chiapinelli called the meeting to order at 3:30 pm.
- The Board reviewed meeting minutes from the January 27, 2025 Board meeting. The meeting minutes were approved.
- The Board reviewed and discussed 2025 projects:
 - The heat system manifolds on the third floor have been replaced and are operating normally.
 - The snow melt pump has not been replaced. There is a pump in the mechanical room that was thought to have been the replacement for the existing snow melt pump. That pump is actually a spare pump for the heat system that would go on the roof if needed. The snow melt pump is still expected to be replaced in the near future.
 - The Board discussed ongoing vibration and noise issues from the new equipment on the roof. Several modifications have been made to eliminate the noise, but they have so far been unsuccessful. Additional modifications are still being considered.
 - The security cameras at the property were discussed. Pricing for a complete system installed by Vision Security was reviewed. That pricing was not approved and for now, the plan will continue to be to install Ring cameras at various locations at the property.
 - Painting and flooring bids were reviewed and discussed. Several additional vendors will be looking at the project over the next month. The scope of work was discussed, and an exact scope was agreed upon. This will be given to the painters to ensure their pricing is accurate.
 - Dana Chiapinelli advised that he has spoken with a designer who will help re-design the 1st, 2nd and 3rd floor.
 - Revised building signage is still in progress.
 - The Board discussed the need for a dog waste receptacle. A dog bag station will be ordered and installed in the spring. Dana will reach out to the neighboring property about the issue.
 - Several projects will be reviewed in the spring including landscaping, asphalt, and garage sandblasting.
- The Board discussed the new policies to be worked on. Policies will be worked on one at a time.

With no further business, the meeting was adjourned at 4:30pm. Future meetings are tentatively scheduled for the third Wednesday of each month at 3:30pm.

Respectfully,

Justin Windholz
Crystal Property Management