

Red Cliffs Condominium Owner Association  
1512 Grand Ave Suite 109  
Glenwood Springs, CO 81601  
(970) 945-7266 | Fax (970) 945-7281  
(Email) [crystalpropertymgmt@gmail.com](mailto:crystalpropertymgmt@gmail.com)  
(Website) <http://www.crystalproperty.com>

## BOARD OF MANAGERS MEETING

### **Meeting Date:**

July 17, 2023

### **Meeting Location:**

Video Conference

### **Present:**

Mindy Toyne – Board of Directors  
Tim Walker – Board of Directors  
Jamin Heady Smith – Board of Directors  
Julia Lang – Board of Directors  
Suzy Mallory – Board of Directors  
Justin Windholz – Crystal Property Management

A Red Cliff Board of Managers Meeting was held on July 17, 2023. The meeting was called to order at 6:45 P.M. A quorum of the Board was established.

- Meeting Minutes
  - The Board reviewed meeting minutes from June 2023. The minutes were reviewed and approved.
- Financial Reports
  - The Board reviewed and approved the financial reports from June 2023. A motion was made to approve the financials which was seconded and approved.
- Old Business
  - Pool
    - The Board discussed the hot tub and pool service.
  - Engineering
    - The Board reviewed a proposal from High Country Engineering. The proposal is for regrading the area near 1300 A / B building to add parking and to fix drainage in the area. A motion was made to accept the proposal. The motion was seconded and approved.
  - Landscaping
    - The Board discussed landscaping at the property. Overall, Victors Landscaping has done a good job. There are several dry spots to be looked at, some branches to be cleaned up, and the weeds at the RV lot to be trimmed down.
    - Tree maintenance is expected to be completed soon.

- Repairs
  - A light out was reported at the 1300 A building. This will be repaired asap.
  - CPM will look at all the buildings to see if there is woodpecker damage.
  - Drywall repairs are scheduled for 3800 A8.
  - Fence repairs are scheduled for the RV lot.
  - Downspouts will be looked at to see about repositioning them so they do not flow onto sidewalks.
  - Windows were recently installed at unit in the 1300A building. These will be reviewed and inspected as no submittal was provided for Board approval prior to installation.
  - Violations were discussed at a unit at the 3900 B building. These will be reviewed.

With no other business, the meeting was adjourned at 7:45 P.M.

Respectfully,  
Justin Windholz