

**RYSTAL RIVER COUNTRY ESTATES
ANNUAL MEMBER MEETING
Tuesday February 27, 2024 at 5:30 pm
Carbondale Library**

CALL TO ORDER:

The meeting was called to order by Angela Loughry at 5:47 pm.

ROLL CALL:

***Board members present:**

Crane, Jeff – 0600 Crystal Lane
Hamlin, Jim – 0548 Crystal Circle
Loughry, Angela – 0515 Crystal Circle
Orf, Gracie – 0310 Crystal Circle
Pintar, Jennifer – 0269 Crystal Circle

***Homeowners Present:**

Cox, Brent – 0269 Crystal Circle
Crane, Jeff – 0600 Crystal Lane
Fullam, John – 0208 Crystal Circle
Hollowell, Robert – 0394 Crystal Circle
Markham, Gary – 0432 Crystal Circle
Merriam, Todd – 0066 Crystal Lane
Morris, Andrew – 0490 Crystal Circle
Pearlman, Daniel – 0357 Crystal Lane
Ram, Bryna – 0357 Crystal Lane
Workman, Sherman – 0128 Crystal Circle

***Homeowners Present by Proxy:**

Berlinger, Louise – 0254 Crystal Lane
Dear, Joyce – 0504 Crystal Circle
Nichols, Kelcey – 0285 Crystal Circle
McGill, Robert/Evelyn – 0535 Crystal Circle

***Other present:**

Kim Clinco, Accountant
Rocky Mountain Accounting Services, Inc.

**STATEMENT OF COMPLIANCE
WITH PROCEDURES FOR NOTICE
OF MEETING:**

Verification of the meeting notice was confirmed. There was a quorum of members present and proxies submitted to conduct business of the Crystal River Country Estates HOA.

**ANNUAL MEETING
MINUTES:**

The annual meeting minutes from the March 14, 2023 meeting were reviewed and considered. Dan moved to approve the minutes as presented. Jeff seconded the motion as presented and was unanimously passed.

REPORT OF OFFICERS:

President's Report. Angela provided her report. She reported on the covenants votes and updates from the Block 1 and Block 2, that were distributed after the 2023 annual meeting. Angela noted there were not enough votes submitted for a majority vote for Block 1 to change the covenants. The changes to the Declaration for Block 2 will be drafted and recorded.

Package Mailbox. The package mailbox was complete, thanks to the volunteer efforts of several board members and homeowners.

Increased insurance limits were approved at the 2023 meeting. The following coverage was updated for the 2023-2024 policy.

- Bridges, Bulkheads, Docks, Piers, Retaining Walls, Wharves - \$200,000 limit.
- Newly Acquired Buildings and Structures - \$250,000 limit
- Newly Acquired Community Property - \$250,000 limit
- Newly Conveyed Buildings and Structure - \$250,000 limit

A community workday was held on October 21st. Work was completed to ensure the neighborhood is safe and to improve the look of the HOA. Projects included cutting back brush, chipping of brush and tree limbs, repair of wood rails on bridge and paint touch up of the package box. Thank you to everyone that volunteered their time.

Trash Provider. It was reported that the trash provider was changed to Valley Waste Solutions. The cost is less, and the trash capacity was increased from a 6-yard dumpster to an 8-yard dumpster.

**REPORT OF
COMMITTEES:**

Road Report. Jennifer provided a brief report. Road maintenance for the year has been scheduled. Selaya's Landscaping Services provided the snow removal service during the winter season. Angela asked for member input on the road. Jeff noted Matt with Pifco did a great job last year. The road was in much better condition going into spring and summer seasons after the work was complete. Once the construction is complete at 255 Crystal Circle; it would then comprise of 3 houses on the spur of Crystal Circle. Brent and Jennifer inquired if the HOA

would take responsibility for plowing and maintenance of the road. Angela noted the plat will need to be reviewed. Discussion was held among the membership. It was noted that the spur on Crystal Lane is currently maintained by those individual owners. It was decided at this time, the owners will continue the maintenance and snow removal and contact the Board if needed.

Architectural Committee. Jennifer reported plans for the construction of a single-family home at 255 Crystal Circle were submitted to the Architectural Committee. The Committee has approved the plans.

Treasurer's Report. Jim Hamlin provided a brief treasurer's report and noted the bank account balance at the end of December was \$21,905.01. He also reported a certificate of deposit was purchased, with a current balance of \$15,372. A total of \$37,566 was spent last year on operating expenses, as compared to the annual budget of \$44,225. The capital reserve fund as of 12/31/23 was \$36,948.

Jim reviewed the 2024 budget. He noted there has been an update to the budget draft that was mailed in the annual meeting packet. The snow removal budget has been reduced to \$4,500. The current proposed 2024 budget reflects a per owner annual assessment amount of \$1,000.

It was noted an online ACH payment option will be available starting with the 2024 assessment billing. A payment link will be provided with emailed invoices.

UNFINISHED BUSINESS:

Trash Service. Discussion was held. It was noted the overfill seems to be an issue at times. The signage and fake cameras seem to be working to prevent outside dumping. Locking the dumpsters was discussed; the members agreed not to lock the dumpsters at this time. The containers will be bear proof. Ruth noted there still seems to be construction trash being placed in the dumpsters. It was noted, there are no written or established trash dumping rules. It would be difficult to monitor. Ruth noted Pitkin County does allow Pitkin County residents a certain number of "free" trash dumps per year at the county landfill.

Bridge. Angela noted the Board has agreed to continue monitoring the condition of the bridge; it is in good shape at this time. The insurance was increased to \$200,000 for additional structures, which includes the bridge. The increased coverage is mainly if the river damaged the bridge, the insurance would be utilized. Brent asked if the timbers needed to be replaced. It was noted there is money in the 2024 budget to replace the 2x4s; \$500.

Website. The Board is still discussing and working to establish a website for the HOA. Housing of the Association documents was reviewed, using Google or Dropbox. After further discussion, it was suggested to use Go Daddy or a Facebook platform. Jeff moved to find someone in the neighborhood to design a simple website to house the documents and was seconded by Angela. The motion passed by a majority vote. Angela noted the documents to be available for access would include the governing documents, meeting notices, meeting minutes, budgets and financial reports; no personal information would be included.

NEW BUSINESS:

Road Work. Angela reported the Board has approved road work for the 2024 season to be completed by Matt with Pifco at a cost of \$13,430. The work should be complete by the end of April. After discussion, Angela made a motion for an inspection of the culverts and ditches to be performed prior to finishing the scope of work. Andy

seconded the motion and was unanimously passed.

Wildfire Mitigation. Angela reported CRCE is a Firewise community that was approved 3 years ago. Each year, the HOA is required to report to Firewise regarding the mitigation that was completed. Andy Morris maintains this program and submits the annual report. For this past year, the community day was organized, and fire mitigation was complete. Angela reviewed the report in the meeting packet. Angela asked the membership for suggestions for mitigation projects this year. The Board is suggesting updating the house signage, and sample pictures were included in the meeting packet. Discussion was held and esthetics of the signage was addressed. The membership agreed it is important for proper signage for medical and fire emergency vehicles. Andy moved to obtain up to 6 street signs as needed. Brent seconded the motion and suggested adding arrows to the signage. Further discussion was held, and it was determined the Board will finalize the design. The motion unanimously passed.

The membership agreed to schedule the next community workday in 2025.

Covenants. The proposed amendments to the Covenants for Block 1 and Block 2 were reviewed. The proposed amendments were included in the annual meeting packets. Short-term leases rentals were reviewed.

After further discussion, Angela called for a vote of the homeowners of Block 1. It was determined there were not enough Block 1 owners present to vote on the proposed covenant amendments. Angela noted a mail in vote could be complete.

Regarding Block 2, Dan moved to approve the covenant amendments with a change to Leases; remove the first and second sentences and the first sentence would start with Leases and / or. Gary seconded the motion. The motion passed with 14 votes.

2024 ANNUAL BUDGET:

The annual budget was reviewed and noted the following changes:

Reduce snow removal to \$4,500

Reduce wildfire mitigation to \$500

Reduce legal to \$1,000

The annual assessment will be \$1,000 per owner

Dan moved to approve the budget with changes. Jeff seconded the motion. The 2024 budget was unanimously approved.

ELECTION OF OFFICERS:

Angela moved to approve the Board members and was seconded by Dan. The slate of Board members was unanimously approved. The membership approved the following owners to the Board of Directors:

Loughry, Angela - President

Pintar, Jennifer – Vice-President

Orf, Gracie – Secretary

Hamlin, Jim - Treasurer

Morris, Andy - Member

The committees will remain the same.

ADJOURNMENT:

Jeff moved to adjourn the meeting and was seconded by Andy. The meeting adjourned at 7:14 pm.