Record of Proceedings
Arbor Park Townhome Association
Board of Directors Meeting
April 29 2026

A meeting of the Board of Directors of Arbor Park Homeowners Association was held at 6:15 pm on Wednesday, April 29, 2026, in the Basalt Public Library, 14 Midland Ave. Basalt, CO, and via Zoom.

Roll Call
Board Members Present: Andrew Carl, Mike Stern, Jeannie Carter, Gavin Griffiths, Amanda Fierstein
BOD members Virtual: Lilly Strout, Ryan Lowe
Homeowners in Person: Stu Huck, Carol Anne Carl
Homeowners virtual: Anne Baker, Tess Weaver

Call to Order & Acceptance of Minutes

The board meeting began with technical difficulties as participants joined the Zoom call. Andy Carl called the meeting to order at 6:15 pm. and a quorum was present. Michael confirmed the attendance of Lilly, Tess Weaver, Ann Baker, and Ryan Lowe via Zoom. The board briefly discussed potentially switching from Zoom to Google Meet to avoid duplicative services.
The board accepted the minutes from the March meeting.

Financial and Operational Updates

Ryan Lowe presented the Treasurer's Report, explaining the budget breakdown. The meeting focused on reviewing financial updates, including Ryan reporting that carpentry work YTD was under budget, with most numbers showing black indicators in the variance column. The team discussed two unusual skylight repairs costing $3,500 each, with debate over whether skylights should be considered part of the roof (HOA responsibility) or separate elements. Michael Stern noted that the key indicators showed the association was in a good financial position overall.

Occupancy Issues Review

Concerns were raised regarding 1508 Mockingbird occupancy, construction, and difficulty reaching the owner(s). Amanda Fierstein will continue working to establish communication with the owner. Some board members advocated seeking legal counsel to address covenant compliance issues, while 2 others questioned the expense of retaining legal counsel.

Board Discussion on Unit Modifications

The board discussed concerns about unauthorized modifications and potential violations in a unit, including the addition of a second kitchen and possible short-term rental activities.

Michael proposed consulting with a legal specialist to review rules and potentially modify them to address these issues more effectively. The group agreed to take initial steps by contacting the building department to check for permits and gathering more information before involving lawyers. They also discussed the need to strengthen language regarding short-term rentals and ensure compliance with existing rules. Next steps include Amanda reaching out to relevant parties and gathering documentation, while the board will consider consulting legal experts to address specific concerns and potential violations.

Property Ownership and Occupancy Rules

The board discussed two main issues regarding property ownership and occupancy rules. Regarding unit 1506 Mockingbird, there was confusion about whether owners can live with tenants, with Mike clarifying that while it's technically allowed under certain circumstances through a specific covenant amendment, the board should follow established procedures rather than making new decisions. The board also reviewed the current rental situation, identifying 11 of 39 units as rentals, potentially exceeding the insurance company's preference for owner-occupied properties. The conversation ended with a discussion about the need for a champion to move forward with an amendment clarifying owner and HOA responsibilities, though specific details were not finalized.

Property Covenant Maintenance Amendments

The board discussed proposed amendments to covenants regarding property maintenance responsibilities, with Michael explaining that the current covenants were written for condominiums rather than townhomes and needed updating. Ryan expressed concerns about shifting maintenance responsibilities to individual homeowners, arguing it could lead to loss of architectural control and increased costs. The group agreed to review the amendment line by line in a focused work session rather than proceeding with the current draft, with Amanda suggesting they would first decide as a board what they want before involving lawyers and homeowners in the process.

Insurance Negotiations and Grill Policies

Michael discussed progress in insurance negotiations, highlighting challenges with a 39-page proposal from the Wyoming insurer 360 and issues with Farmers Insurance over fees and requirements. The board discussed the need for owner input on decisions about flame grills and insurance costs, with Michael expressing frustration about the lack of systematic owner engagement on this issue.

Gas Grill Ban Board Decision

The board discussed banning gas grills on the property and voted to eliminate open-flame grills effective at the termination of the current insurance policy. Amanda made a motion to send a survey to homeowners to gauge their opinions on the decision, though this motion was not formally seconded. The discussion revealed some debate about whether the board should make this decision on behalf of homeowners or seek their input first, with Ryan and Amanda emphasizing the importance of including homeowners in the process and equal

representation. The board will vote on the no-grill issue after owner comments at the next monthly meeting on Wednesday, June 6, at the Basalt Library.

Construction and Repair Projects Update

The board discussed several construction and repair projects, including fence repairs along shared properties bordering Laurel Lane and Arbor Park. Andy reported that approximately 180 feet of fence needs repair and has been gathering cost estimates from contractors. The board also reviewed progress on tree pruning and removal, with Save-a-Tree completing the first phase of work per the contract specifications. Lilly indicated she would hold off on replacing the deck railing until the deck expansion plans are finalized. The discussion touched on potential color scheme updates for the complex, though no specific proposal has been received yet.

Community Tree Replacement Plans

The board discussed tree removals and replacement plans in the community. Carol Anne Carl reported on the Tree Replacement Advisory Committee's work, including a schematic drawing that identifies locations for new trees and establishes relationships with arborists, including the Town of Basalt. Additionally, the Town of Basalt will provide the HOA with a free tree. The committee recommended planting the first replacement tree at Arbor Park and Mockingbird, with plans to select species and locations for up to three additional trees. The board discussed using reserves to fund the replacements, with an estimated cost of $2,000-3,500 for three trees, including planting.

Owner Comments

Tess Weaver, 2016 Arbor Park Drive, raised concerns about transparency and documentation regarding tree removal decisions, presenting her personally generated survey results regarding her request for documentation before removals.

Adjournment of Meeting