

Red Cliffs Condominium Owner Association
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BOARD OF MANAGERS MEETING

Meeting Date:

March 15, 2010 7:00 P.M.

Meeting Location:

3900 Old Lodge Rd B-4
Glenwood Springs, CO 81601

Board Present:

Jean McCorkle – Board
Ruth Edmonds – Board
Al Scholz – Board

Others Present:

Arnold Davis – Homeowner
Justin Windholz – Crystal Property Management (CPM)

A Red Cliff Board of Managers Meeting was held March 15, 2010 at 3900 Old Lodge Road Unit B-4, Glenwood Springs, CO 81601. The President, Jean McCorkle, called the meeting to order at 7:15 P.M. A quorum of the Board was established.

Review and Approve Meeting Minutes

- The Board reviewed the February 15, 2010 Board of Manager Meeting Minutes. A motion was made to approve the minutes. The motion was seconded and passed unanimously.

Review and Approve Current Financial Reports

- The Board reviewed the February 2010 Financial Reports. A question was asked about the cost of the trash service which Justin Windholz advised he would research. A motion was made to approve the financial reports. The motion was seconded and approved unanimously.

Fines and Warnings / Inspection Report

- The Board reviewed the most recent inspection report and asked that the formatting be changed slightly to more clearly indicate when violations are corrected. Crystal Property agreed to make the requested changes.

Old Business

- Chimney Inspection Follow-Up
 - Crystal Property reported that all chimney inspections have been completed except one which the homeowner hired a vendor themselves. That

homeowner will provide receipt of the work to Crystal Property by March 31, 2010.

- Lighting
 - The Board reported that the new light fixtures have been installed at the 3800 A and B buildings and that the new lighting is working well. Jean McCorkle asked that the lights near the pool be looked at because they are too bright. Justin Windholz advised he would do so. The Board agreed that they would bring the lighting issue up at a future meeting to see if the owners wanted additional or improved lighting at the complex.
- Stairwell Repair Bids
 - Justin Windholz advised that Tucker Thompson had been contracted to repair the stairwells. Justin agreed to contact Tucker to see what the estimated completion date will be.
- Collection Policy
 - The Board reviewed the collection policy. After review there were several changes made to the wording of the policy. A motion was made to adopt the collection policy subject to the changes. The motion was seconded and approved unanimously.

New Business

- Reserve Study
 - Justin Windholz provided a bid from Daybreak Construction for a reserve study for the Association. After review, a motion was made to approve the purchase of the reserve study. The motion was seconded and approved unanimously.
- Meeting Conduct Policy
 - Justin Windholz presented a policy regarding meeting conduct. The Board reviewed the meeting conduct policy and made one correction. A motion was made to adopt the meeting conduct policy. The motion was seconded and approved unanimously.
- Hot Tub
 - Justin Windholz reported to the Board that the hot tub has been shut down because of a leak. The Board asked Justin to obtain bids for the replacement of the tub as the cost to fix the leak is estimated to be higher than the cost of a new spa. Justin agreed to provide the bids for the Board to review as well as compose a letter to all residents as to the status of the spa.
- Owner Concerns
 - Jean McCorkle advised that she had spoken with a vendor who was interested in cleaning the windows of Red Cliff residents for a reduced rate. Jean asked that a newsletter be created and mailed to all owners along with statements advising them of this service and to contact Crystal Property for additional details.
 - Concerns were raised about the woodpeckers which did damage to the buildings last year. The Board asked that notice be included in the newsletter advising owners to contact Crystal Property if they notice or hear the woodpeckers.
 - The Board asked Crystal Property to discuss several issues with Sanctuary Landscaping including the following: ice removal in front of 3900 B Building, putting away an extra shovel at 3900 B Building, and increased/ improved trash pick-up around the complex. Justin Windholz agreed to do so

- The Board also asked that the thorough cleaning of the carports be scheduled for early April. The Board instructed Crystal Property to make sure the vendor cleaned the cobwebs and dispose of all debris in the carports as opposed to sweeping it into the lot.
- The Board asked that Crystal Property obtain bids to sweep the parking lot once the snow melts. Crystal Property agreed to forward bids to the Board for approval.
- The Board asked that bids be obtained for the concrete replacement near 3900 B building as well as cut down the clean out. Crystal Property agreed to forward bids to the Board for approval.
- Jean McCorkle asked that routine roof inspections be added to the Association's calendar of maintenance items. This will be done during the winter and after large storms to prevent roof damage.
- The Board requested that Crystal Property gather bids for paint touch ups to the buildings stairwells. Crystal Property agreed to forward bids to the Board for approval.
- The Board asked Crystal Property to contact High Rise Tree Care to remove the stump of the tree that was removed near building 3900 B as well as leave channels in the stump so that epsom salt could be placed in the root to further kill it.

The Board agreed to do a walk around the property at 6:30 pm on Monday April 19, 2010 before the next meeting. With no other business, the meeting was adjourned at 8:45 P.M.

Respectfully,

Justin Windholz
Crystal Property Management