

# OAKHURST SOUTH TOWNHOME HOMEOWNER ASSOCIATION

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

## Board of Directors Executive Work Session

Held at CPM Office (1512 Grand Ave #109)  
Glenwood Springs, CO 81601

October 14, 2009  
6:00 – 7:30 p.m.

PRESENT: Lori Nelson- Board of Directors  
Doreen Herriott – Board of Directors  
Shelly Lott – Board of Directors  
Justin Windholz – Crystal Property Management

A Board of Directors executive work session for Oakhurst South Townhome Homeowners Association was held at the CPM Office, 1512 Grand Ave #109, Glenwood Springs, CO on October 14, 2009. The meeting was called to order at 6:15pm

- 2010 Budget
  - The Board reviewed two draft versions of the 2010 budget. Several modifications were made to the budget including increasing the insurance coverage, lowering the postage line item. After discussion, the Board agreed on the version that will be mailed out to the membership. This version does not increase the dues in 2010.
- Fence Project
  - The Board discussed the fence project. The Board agreed on the vendor they would like to use. The Board asked Crystal Property to discuss the project further with the vendor in terms of payment options and timing of the project.
- Misc Items
  - The Board asked Crystal Property to compose a letter (written in both Spanish and English) to be posted at the property in regards to placing trash in the dumpster and not next to it.
  - The Board asked Crystal Property to contact the trash vendor to inquire about the frequency of the recycling pick up.
  - The Board asked that the snow shoveling vendor be contacted to remove a path of snow leading to the dog bag dispenser in hopes that more people will use the dog bags in the winter if they are more accessible.
  - The Board discussed parking violations at #16 and asked Crystal Property to send them a letter advising them to that their additional parking space privilege has been revoked because of continued parking infractions.

- The Board also asked that the landscaping vendor be contacted to remove the debris behind #16. Once this is done the bill will be charged back to #16.
- The Board asked Crystal Property to discuss the railing and stair project with two of the Association's vendors. They will be asked their opinion on a revised fence along the lower parking units.
- Recently the exterior faucet handles had been removed inadvertently. The faucet handles will be replaced and a note will be sent out advising owners to remove them to prevent freezing.
- The Board asked that a hand rail be tightened. Crystal Property agreed to follow up on that project.
- The Board discussed replacing several signs throughout the complex. The Board will meet with Crystal Property and the landscape vendor to identify all the signs that need replacing.

With no further business the meeting was adjourned at 7:30pm

Respectfully,

Justin Windholz  
Crystal Property Management