

SUNSET RIDGE HOMEOWNERS ASSOCIATION
BOARD MEETING
1512 Grand Ave., Suite 109
Glenwood Springs, CO 81601
(970) 945-7266

March 4, 2008 – 6:00 p.m.

Board Members Present

Brenda Scrimsher Erin Cady
Marissa Woosley – via phone

Others Present:

Terri Knob, Crystal Property

The Board meeting for the Sunset Ridge Homeowner Association was held on Tuesday, March 4, 2008, at 6:00 p.m. at the office of Crystal Property, located at 1512 Grand Ave., Suite 109, Glenwood Springs, CO 81601. The meeting was called to order by Eric Cady. A quorum was established.

Current Financials/Budget

- The February 2008 financials were reviewed and accepted with no corrections.
- Crystal Property gave the Board the 2008 Budget vs. Actual. The Board will review outside of this meeting and will e-mail any questions they may have.

Owner Concerns

- In January the Board was contacted regarding a water leak. After some investigation, it was discovered that a tenant had shut their heat off; this caused the pipes to freeze. Tucker Thomson, who works for Crystal Property, unfroze the pipes. The manager of this unit agreed to pay Tucker, but as of today's date, he has not been paid. A motion was made for 1) Terri to contact the unit owner and advise them this bill is outstanding, and 2) if the unit owner does not pay this bill, Sunset Ridge HOA will pay Tucker and then charge the unit owner on their statement. This motion was seconded and passed.
- Also, the unit owner below sustained damage from this water leak. A bid was obtained from Tucker for \$225. The affected unit owner has asked Sunset Ridge HOA to pay for these repairs and for the Board to charge back the unit that caused the damage. A motion was made to have Terri contact the unit in question; ask for the repairs to be made and the repair bill paid for. If the unit owner who caused the damage

does not pay this bill, the HOA will pay for the damages and bill back the owner. This motion was seconded and passed.

- Brenda asked that a letter go out to a unit owner who has more than the occupancy limits allow in their unit.

Occupancy Issue

- An owner's tenants complained about an adjacent unit's occupancy rate. The Covenants under Article V, Property Use Restrictions, 5.1 General Restrictions. Sunset Ridge Villas shall be used only for the residential dwelling purposes subject to the applicable rules and regulations of all governmental authorities having jurisdiction. Permanent occupancy of any Unit shall be limited to two (2) adults or two (2) children per bedroom.
- A motion was made to amend the Rules and Regulations to include an Occupancy Rate section. This motion was seconded and passed. The new Rules and Regulations will be distributed to all owners, posted on doors and placed on the web site.

Spring Flyer

- Erin made a few changes to the flyer. This flyer will be posted on all doors within the next few days.

Delinquent Accounts

- Two owners are delinquent. A motion was made to turn these two accounts over to the HOA attorney. A collection letter will be sent out. Before liens are placed on either unit, the Board will be advised as to the payment status. This motion was seconded and passed.

Spring Inspection Date

- Spring Inspection Date: The Board will do an onsite inspection in April. The Board will meet with Scott Pace, Dana Yerian, Tucker Thomson and all Board members who can attend. This meeting will take place in April during the lunch hour. The meeting date will depend on weather conditions.

With no further business, the meeting was adjourned.

Respectfully submitted,
Terri Knob