

Sunridge at MacDonald Ranch

April 2021



Sunridge at MacDonald Ranch Board of Directors

President

Dave Ruffino

Vice President

Chris Dreyer

Treasurer

Richard Greene

Secretary

Paul Einarsson

Director

Thomas Huynh

Who To Contact

Terra West Management Services

Association Email:

sunridge@terrawest.com

Association Phone Number

702-856-3713

Community Manager:

Joella Malimban

Community Assistant:

Brandi Whitton

Customer Service/After Hours:

702-362-6262



BOARD OF DIRECTORS MEETING NOTICE

Wednesday, April 14, 2021

TERRA WEST MANAGEMENT SERVICES

11135 S. Eastern Ave., Ste. 120 Henderson, NV 89052 / Office: (702) 362-6262

Email: sunridge@terrawest.com

Office Hours: Monday – Friday 9:00 AM – 5:00 PM

Executive Session will begin at 6:00pm

Regular Session will begin at 7:00pm.

For the Executive Session homeowners will be seen in the order which they have signed in.

Note: A regular agenda will be made available to the association's membership per NRS 116.3108. You can obtain a copy of the agenda through your Community Manager five business days before the meeting by contacting her at 702-362-6262 or by email at sunridge@terrawest.com.

Homeowners' Forum: There will be two forums for homeowners in the Regular Session; one at the beginning of the meeting where you may comment on agenda items only and one at the end of the regular session for comments on general topics. No action can be taken upon a matter raised during the second forum until the matter has been included on a future agenda. Comments may be limited to three minutes and you can't give away your allotted time to expand another owners' time.

Minutes/Audio Recordings: The Regular Session will be audio recorded by Management. Copies of the minutes and/or the audio recording will be available from Terra West Management Services by contacting management at 702-362-6262 or by email at sunridge@terrawest.com.

As a note, the Board meets in Executive Session which is closed to homeowners to discuss only: matters of litigation; the conduct of a community manager or employee; violations of the governing documents; delinquent assessments; penalties for failure to adhere to construction schedules. Please remember that **executive sessions may not be recorded**. Minutes of Executive Session are confidential and are not available to homeowners. A homeowner may request a copy of the part of the record that pertains to one's self.



Community Garage Sale

**Saturday April 24th
From 7am to 2pm**

Please note that some gated communities within Sunridge at MacDonald Ranch may have chosen not to participate and their gates will not be open



Violation Letters

If you have received a violation letter, please contact management if you have any questions. If you need an extension, please let management know. The Board is willing to work with homeowners to bring the violation into compliance. Corrections and responses regarding violation(s) must be submitted in writing via email or fax for documentation purposes. Phone calls are not a valid documented response. You can also drop your response form at our office.

For a quicker response, please email management at sunridge@terrawest.com. Please be sure to provide your address, contact information, and include any photos of the corrected violation. If you have a received a violation fine, please reach out to management for information on how to correct the violation and settle the fines on the account.

Exterior Property Alterations

Prior to making any exterior changes to your property, remember that an ARC application is required to be submitted and approved by the ARC Committee. When submitting an ARC application, be sure to include all required documents, detailed project plans, etc. ARC applications must be submitted by the first Thursday of each month in order to be reviewed at the following ARC Committee meeting. Please email sunridge@terrawest.com if you need a copy of the ARC application and the ARC Guidelines.

Electronic Communications

Terra West has provided an option to receive all Association correspondence electronically such as newsletters, meeting notices, violations, etc. Stay up to speed on community announcements and enroll by following these steps:

- To enroll, please login to the Association's web portal by going to <http://terrawest.com>
- Click "HOA Login" and log into your Association account.
- Once logged in, select "Profile" from the left menu. Under the "Settings" menu, select "Preferences," then scroll down and you will then see a section called "Electronic Communications."
- If you wish to receive eCommunications, check the first box. If you wish to also receive eStatements (assessment and reminders), check the second box. Click "Save" at the bottom of your page to save your preferences.