SANCTUARY ON THE PARK ASSOCIATION
Quarterly Board of Directors Meeting
7:30 P.M. on April 19, 2012
at the Home of Muriel Leff
6241 S. Blackhawk Ct.

Call to Order
Muriel Leff called the meeting to order at 7:30 P.M.

Introductions
Board members present were Muriel Leff, President; Carol Race, Vice President; and Dale Jensen, Secretary/Treasurer. Also present was Ron Hutchison of Caron Realty, Inc. & Management.

Approve the Minutes of the January 26, 2012 Annual Meeting
Muriel Leff made a motion to preliminarily approve the January 26, 2012 Annual Meeting Minutes subject to the homeowners’ final approval at the next Annual Meeting. Dale Jensen seconded the motion. All Board Members approved.

Approve the Minutes of the February 13, 2012 HOA Board Meeting
Muriel Leff made a motion to approve the Minutes of the February 13, 2012 HOA Board Meeting. Dale Jensen seconded the motion. All Board Members approved.

President’s Report:
- **Board Positions for 2012**
  Muriel Leff was elected as President. Carol Race was elected as Vice-President. Dale Jensen was elected as Secretary/Treasurer.

- **Ratify the Approval of 2012 Contract for Service**

  **Advanced Tree & Lawn Concepts**
  Muriel Leff asked for a motion to approve the Advanced Tree & Lawn Concepts contract for 2012. Dale Jensen made a motion to approve the contract. All Board Members approved.

  Malcolm Jones asked about trimming the hedges along Caley. Muriel Leff informed him that it was part of the contract.

- **Sprinkler Repairs at 6230 S. Carson**
  Anne Nelson stated that the homeowner of 6230CS had submitted a request to change sprinkler heads in their back yard. The owner of 6230CS stated that the sprinkler system wasn’t turned off when the system was shut down in 2011. Muriel Leff stated that the current homeowner used an outside vendor to start up the system before the Association’s landscaper had re-activated it in 2012. Dale Jensen said that Reiny Melchior from Brickman Group looked at the backflow and found that their irrigation techs had blown out and winterized the system. He further stated that the responsibility for any damages would be the responsibility of the current homeowner and not Brickman Group. Dale Jensen commented that homeowners who want sprinkler heads moved should contact Groundmasters to perform the work and the homeowner would be responsible for the cost. Muriel Leff wanted homeowners to understand that in the future, once sprinkler systems are shut down by the Association in the fall, if a homeowner turns the system back on, they will be responsible for any damage to the system and all costs to repair said damage.
• **Drainage Problem at 14121, 14131 & 14141 Maplewood**

The homeowners of the three above addresses wrote a letter to the Board to request that the HOA rectify drainage issues in their front yards. They thought it may have been caused by the concrete pans that were installed several years ago, and the runoff from the lawns has caused the areas in question to settle. Muriel Leff said the concrete curbing on Maplewood was installed in 2008. Many homeowners have problems with drainage, but special requests for changes would not be fair to all homeowners. Carol Race asked about the dirt in the rocks by the street. Muriel Leff commented that as much as the Association would like to do certain things, cost is a major issue. Dale Jensen said even if we attempt to address these areas, the funds are not in the budget.

Dale Jensen said that individual homeowners are responsible for drainage issues on their property and wanted to reaffirm this fact. Muriel Leff agreed. Carol Race abstained. Muriel Leff said that issues such as these can be brought up at an Annual Meeting for a vote by the homeowners. In that way homeowners can decide whether they want to pay for drainage issues of individual homes within the community.

A comment was made that when the Association does things, are all of the homeowners being provided the same service? Dale Jensen said that out of 53 homes only 44 homeowners have chosen to opt in for the shrub pruning. Muriel Leff noted that homeowners have certain responsibilities to take care of landscape maintenance items not handled by the Association.

**Vice President’s Report:**

Carol Race did not have a report since she was just elected.

**Treasurer’s Report:**

• **Approve Financials for February & March 2012**

Dale Jensen discussed the financials and wanted to highlight certain areas. As of now, the Association has spent $4,097 in snow removal for 2012 and there is $5,903 left in the budget for the balance of the year. Everything else is in line. There is $49,000 in the Operating Account and $221,000 in the Reserves Account. Malcolm Jones was going to look into CD’s, but Dale stated that the interest on CD’s is lower on commercial accounts.

Dale Jensen stated $1,000 was held back on snow removal from 2011 due to lawn damage at Bob and Sandy Hill’s house. Once this issue is resolved, the Association plans to release the funds held back.

The final item he mentioned is that there is a Snow Removal Fund of $10,000 for emergency snow removal to be used only if necessary.

Dale Jensen made a motion to approve the Financials for February & March 2012. Muriel Leff seconded the motion. All Board Members approved.

• **2011 Audit**

Dale Jensen stated he is still working with the auditor on the 2011 audit.

• **Legal Costs to collect what is owed to the HOA from foreclosure on 6213BC**

Dale Jensen stated the Association is still owed money by the former owners and asked if the amount should be written off or left on the books. The next action would be for interrogatories at a cost of $85.

• **Amount of Blanket Fidelity Insurance**

Dale Jensen said the current Blanket Fidelity Insurance coverage is adequate at $250,000 and they would wait until the Association’s reaches the next coverage level before making any changes.
• **Approval of 2012 Auditor**
  Dale Jensen stated the rate the auditor is charging has not changed and that she has done a good job. Therefore, the 2012 Audit engagement letter will be signed. Dale Jensen therefore made a motion to continue with Michele Giometti as the Association’s auditor. Carol Race seconded the motion. All Board Members approved.

**Design Review Committee: Anne Nelson**

Anne Nelson spoke about the community light fixtures. She said the originally installed light fixtures are fading and changing color. Currently we have 3 options for light fixtures from which to choose. The DRC has also chosen a paint color should people wish to repaint their fixtures. If people wish to **change** their light fixtures, they must submit a Design Review request. Below is the information about this that went out to homeowners from the DRC Committee.

- If you are not interested in replacing the light fixtures, please spray paint them with Rust-Oleum Multicolor Textured paint in ‘Autumn Brown’.

- The original fixtures are Kichler Seaside #9023OZ in Olde Bronze and are still available at a cost of approximately $95.00.

- The replacement fixtures approved in 2006 and seen around the neighborhood are Kichler Mount Vernon #9708OB in Olde Brick and are available at a cost of approximately $195.00.

- A new option – Allen & Roth Model #29210 in Olde Brick – is available at Lowes at a cost of approximately $60.00. (Item # 25341)

**Grounds Committee: Peggy Harrison**

Peggy Harrison said that Groundmasters is activating the sprinkler systems on Friday April 20 between 2:00 p.m. and 6:00 p.m. and Saturday April 21 between 8:00 a.m. and 2:00 p.m. Sprinklers should not be set to run from Tuesday noon until Wednesday evening because Groundmasters will mow on Wednesdays.

If homeowners have an emergency with their sprinkler system, they should contact Caron Realty and they will notify the landscape company to take care of the problem. If it is a non-emergency, it will be taken care of by the Groundmasters irrigation tech on their next irrigation repair day – which occurs weekly.

Peggy Harrison said that homeowners have the option to have GroundMasters spray rings around their trees in order to prevent the mowers from damaging the trunks of the trees. Homeowners would need to give their permission for this to happen.

She also stated there was quite a bit of damage done by voles this year and the Association hired Colorado Pest Management to help eliminate the voles. The damage is quite evident with trails in the lawns as well as plant root being eaten.

The pest control company has done a good job in eliminating prairie dogs. However, they can’t be baited now due to the burrowing owls which are a protected species from April to October. The reason for this is that prairie dogs are one of the owls’ main food sources.

Snow mold damage can be controlled by homeowners raking the areas in their lawns to provide air to sod which will promote new growth.

Homeowners do not need to worry about spring clean-up as that is handled by the landscape company.
Social Committee: Lou Palley
In Lou Palley’s absence, Muriel Leff submitted Lou Palley’s report:

- SANCTUARY GARAGE SALE – Dates are Friday and Saturday, May 11 & 12. Social Committee funds will be used for the cost of signage and advertising.

- BOWLING PARTY – Thursday, May 17 from 5 – 7 p.m. Social Committee funds will be used to cover the cost of the private room and lanes less the amount of money collected from party-goers.

- TAPAS AND SANGRIA BACKYARD PARTY – At Joan and Sam Searcy’s home on Wednesday, July 11.

- FALL EVENT – Yet to be determined.

- CUP O’ CHEER – Sunday, December 2, at the home of Stan and Linda Massey.

Newsletter Items: Jim Banman
Jim Banman was not present at the meeting. Stan Massey mentioned neighbors outside of the community are not picking up after their dogs. If you observe anyone not picking up after their dogs, you should advise them that our community requires everyone must pick up after their dogs. If the party is a homeowner who lives in the Sanctuary community, please contact Ron Hutchison at Caron Realty with the date and time you observed this, as well as the type of dog and pet owner’s address so they can be contacted. Dogs must be on leashes at all times when outside the homeowners yard.

Old Business:
None outstanding

New Business:
- The next Board Meeting will be held on July 12, 2012, at 7:00 p.m. at the home of Carol Race, 14131 E. Maplewood Avenue.

Homeowner Open Forum:
There were no additional homeowner issues.

Adjourn:
Muriel Leff adjourned the meeting at approximately 9:35 p.m.

Respectfully submitted by Ron Hutchison, Caron Realty, Inc.