

# Saxony Homeowners Association, Inc.

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## *Annual Board of Directors Report November 2013*

The Saxony Board thanked homeowners for their support and attendance at the 2013 Annual Meeting. 26 homes were represented; 16 in person and 10 by proxy for a total of 93%. At the 2012 Annual Meeting 75% of owners were represented.

Homeowners reviewed the Saxony 2013 YTD expenses and the current bank balances. The Board answered questions concerning the 2014 approved budget. The Board had already met directly (and by phone or e-mail discussions) with all of the 28 homeowners to discuss the budget and the justifications for the \$5 monthly increase in HOA fees beginning January 1, 2014. The 2014 Budget was ratified as submitted by the owners present.

This year, Vice President Alan Brown resigned his position on the Board, due to health and family reasons. Pursuant to Saxony HOA By-Laws section 2.7, the remaining Board members appointed Dr. Beryl Vallejo to fill out the remaining 2+ years of the position of Vice President, through November 2015. Dr. Vallejo has a background in nursing along with Master's and Doctorate level degrees in Public Health.

Secretary/Treasurer Maria Diefenderfer has completed a 2-year term. This concluded the balance of a 3-year term of a former Board member who resigned. At this year's meeting Maria submitted her name for election to a full three-year term. There were no other nominations. Barbara Chamberlain moved to elect Maria by acclamation. Alan Brown seconded the motion and the election by voice was unanimous with no verbal dissent. Subsequent to the Annual Meeting, the Board determined officers as follows: President-J. Craig Holland, Vice-President- Beryl Vallejo, and S/T- Maria Diefenderfer.

### President J. Craig Holland noted the following decisions and accomplishments in 2013:

1. While 2012 was a year of major reorganization, 2013 was devoted to re-establishing a sound reserve account and clarifying the original 1994 Declarations, especially regarding the specific responsibilities of owners and the HOA.
2. Monthly board meetings emphasized the fiscal commitment to stay within the operating budget and to make appropriate transfers to fund the reserve account. Monthly balance sheets of the financial status are available on the Saxony website.
3. The Board updated a number of Saxony policies to comply with Colorado HOA law requirements including HB-1237 and HB-1276. All documents will be posted on the Saxony website once they are in effect. HB-1237 pertains to HOA records. It defines what shall be deemed sole records of the association, timing of document retention, destruction guidelines, and specific exemptions for inspection and copying by members. HB-1276 relates to collections and foreclosure, and replaces a similar policy adopted last year.
4. Street concrete replacement and repair work was recently completed in specified areas. Given the increasing age of Saxony, concrete repairs and a solid reserve account to fund such work will be a priority for the Board.
5. The Board completed the annual HOA report to the Colorado Secretary of State, and the annual registration with DORA.
6. With the 2012 installation of the Hunter Solar Sync Evapotranspiration controller, Saxony experienced major improvements in water usage; Denver Water audits have shown us well under the goals they have mandated for our community. These are notable achievements given the ongoing draught and water restrictions.
7. A number of ongoing and modified landscape improvements were accomplished this calendar year. The most noticeable was a landscape reorganization of the Saxony entrance. Multiple irrigation nozzles were upgraded and/ or replaced. Nozzle technology has improved the placement and volume of water delivered. The Board was also able to meet and negotiate with Huntington Pines HOA for tree trimming of their trees along the north fence boundary that had overgrown into Saxony properties.
8. Major tree trimming and pruning was done this year in accordance with GroundMaster's master plan. Additional work will be done on selected interior trees this winter when those trees are fully dormant. In addition to tree trimming and pruning, the Board authorized contracts for wetting agents (Revive), deep root fertilization of trees, and insect control (pine beetle and ash borer).
9. In an effort to clarify Saxony's 20-year-old Declarations, the Board and the Hindman-Sanchez law firm completed a detailed HOA Maintenance chart. The chart delineates owner and HOA responsibilities for all aspects of the physical structures and common elements at Saxony. Prior to the implemtation of this document, the Board made a door-to-door visit to all owners who could be contacted. The Maintenance Chart is not intended to be a recorded document. The Chart is available on the Saxony website.
10. In mid-September 2013, the Colorado Front Range experienced record rainfall. News media reported this as between a 100-year and 500-year storm. A number of Saxony properties had significant water and mud issues. Fortunately, the major drainage project along the eastern boundary of Saxony was completed early in the year along with some drainage maintenance in the southwest corner of Saxony improved the flow of water to proper drainage areas.

After the September torrential rains, the Board and Property Manager did a total of five different walking surveys. Multiple problems were observed at individual residences. Issues included obstructions to drainage, poor gutter maintenance, poor placement of downspouts and splash blocks, non-secured drainage extensions, and inappropriate sump pump drainage, all of which contributed to the water accumulations. The Board and Property Manager accessed the expertise of GroundMasters to address common element drainage problems and on October 30<sup>th</sup>, authorized funds for drainage modifications throughout several parts of the community.

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Vice President Beryl Vallejo discussed the Board's general goals for Saxony in 2014. The emphasis will remain on property standards and elements that contribute to home property values. The Board's 2014 goals are to:

1. Protect and increase Saxony property values by actively supporting the maintenance of common community elements
  - a. Continue semi-annual visits to individual residents to elicit suggestions for community maintenance and performance improvement
  - b. Collaborate with property manager and GroundMasters to establish design and needs for the flowerbeds
2. Act as responsible stewards of community resources
  - c. Oversee and adhere to the approved 2014 budget
  - d. Continue monthly HOA Board meetings to evaluate community needs and conduct regular HOA business
  - e. Continue to restore the reserve fund to recommended levels
3. Build a sense of social and civic wellbeing for Saxony residents
  - a. Host at least one annual social event. (The July 2013 neighborhood party was well attended and enjoyed by the community!)

## Secretary/Treasurer's Report by Maria Diefenderfer:

1. The 2014 Approved Budget was carefully calculated based on extensive review of past expenses, 2013 actuals (through 10/31/13), and anticipated 2014 expenses obtained from current contractors and the projected maintenance necessary in 2014. Competitive bids for landscaping services, trash removal and insurance were obtained. The Board voted to retain all current vendors.
2. A \$5 increase in the monthly assessment takes effect January 1, 2014. This is an incremental step toward continuing to fund the reserve account (required by Colorado law) to the level recommended in the 2012 Reserve Study, and to contribute to the operational account for normal expenses during 2014. Given the 20 year age of the property, the need for maintenance and replacements per the Reserve Study will continue to advance.
3. One of the Board's top goals for 2013 was to review and improve Saxony's governing documents. This resulted in the creation of the Maintenance Chart and the development of a special Amendment. The Amendment clarifies the maintenance (painting and repair) of the exterior stucco surfaces of each home as the responsibility of the individual homeowner. The HOA will continue periodic painting of the residence doors, door frames, fascia, gutters and downspouts. Repair of these exterior home items does remain the responsibility of the owner. Legal counsel was consulted to ensure the proper procedure for the two projects as well as to prepare and adopt two required State policies during 2013.
4. This year we joined forces with neighboring HOAs, local businesses, and the Cherry Creek Neighborhoods Association to meet with Arapahoe County Public Works & Development to address the poor appearance of the three medians on Caley between Dayton and Boston. Plans for improvements and future maintenance are currently being developed by the County.
5. The Board continued to educate themselves about HOA issues and regulation through the Hindman Sanchez law firm's website. Presentations for board members consisting of legal articles, blogs, current legislative actions and future proposed legislation for HOAs are available through this valuable source.
6. The Board encourages the use of the Saxony website to obtain information concerning HOA issues. The website includes pertinent documents, monthly financials, monthly minutes, newsletters and other helpful articles. (Keep in mind that Board meeting minutes and financial balance sheets are posted *after* Board approval at a subsequent meeting. This creates a one month lag in posting.)
7. The Board updated the current owner directory at the annual meeting. Due to changes in privacy laws, HOAs are no longer allowed to distribute homeowner contact information without consent. Therefore the Board has put together a Voluntary Saxony Directory for neighborhood use only. An updated Voluntary Directory is periodically distributed through email.

## Property Manager Report by David Littler of Peak to Peak Property Management

1. Mr. Littler provided a detailed, line by line explanation of the Board approved 2014 annual Budget. The Saxony homeowners ratified the 2014 Budget as presented.
2. Mr. Littler and the Board also reviewed the rationale for the *Owner Consent to the Proposed Limited Amendment to the Common Interest Community Declaration of Saxony*. The Amendment was developed to clarify the original Declarations regarding homeowner responsibility for individual home exterior stucco repair and maintenance. This Amendment clearly indicates that individual homeowners bear this responsibility. A 67% approval was required and 24/ 28 homeowners approved the Amendment by signing the Consent. The Amendment will be recorded in Arapahoe County making it officially part of Saxony's governing documents.
3. Mr. Littler distributed a two-page document covering Rights and Responsibilities for both Homeowners and Board members. This fulfills the annual owners' educational requirement for 2013.

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4. Mr. Littler reviewed the Saxony water usage and described how Denver Water monitors community use. The new irrigation system has been critical to the HOA's ability to stay within the water usage parameters required by Denver Water.

There was an open forum for owners at the end of this 90-minute annual meeting. Sandy Robbins asked that the Board be more flexible in the timing of monthly board meetings. President Holland indicated that the Board would consider that option.

Best wishes for a happy holiday season,

Craig, Beryl, and Maria

<http://www.peaktopeakmgt.com/pages/associations/saxony/index.html>

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