

# *Saxony Homeowners Association, Inc.*

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August 1, 2016

Minutes of Saxony HOA Board

## Attendance

President – Barbara Chamberlain

Secretary/Treasurer – Dennis Bierschbach

Vice-President – Jose Vallejo

Manager - David Littler, Peak to Peak Property Management, LLC

Homeowner guests – Marlene Gumbiner

Other guests - None

Quorum present - yes

Meeting called to order by President Chamberlain at 2:00 PM.

## Action items-

1. The minutes of the previous meeting (06-20-2016) were reviewed and approved as written. They will be posted to the Saxony website:

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

2. The 2016 year-to-date financial reports (01/01/2016 through 06/30/2016 and 01/01/2016 through 07/31/2016) by Peak to Peak Property Management along with the bank statements dated June 30, 2016 and July 29, 2016 were reviewed and accepted as presented with a vote of 3-0. Financial documents posted on the Saxony website will include the balance sheet, profits and losses vs Budget for the current periods, as well as year-to-date.

3. Subsequent to the last meeting two ARC requests were received and approved. One request (9697) was for planting a trees to replace dead shrubs that were removed last year. This approval was ratified 3-0 after a motion by S/T Bierschbach and a second by VP Vallejo. The second request (9515) was for replacing an existing deck. This approval was ratified 3-0 after a motion by President Chamberlain and a second by S/T Bierschbach.

4. A motion was made by S/T Bierschbach and seconded by VP Vallejo to transfer \$6,380 from the Association's Reserve Account to the Operating Account in order to pay the contractor for the previously approved door, garage door and related trim painting that was completed on 10 residences.

## Discussion items-

1. The Action Log was reviewed and updated to reflect the completion of the 14 landscaping projects that were previously approved and that were completed the week of July 18<sup>th</sup>. Additional projects may be undertaken upon receipt of cost estimates, as additional areas that could be addressed were noted during the June 22<sup>nd</sup> walk through with GroundMasters, the Board and Property Manager. Upon receipt the potential projects will be evaluated and prioritized as funds are available. The additional projects could include some additional tree trimming in order to stabilize some of the trees that were damaged during the April snow storm and the removal of a few dead/dying trees .
2. Subsequent to the last meeting, a first draft of the updated Governing Documents for Saxony, namely the Articles, By-Laws and Declarations was received from the law firm HindmanSanchez. The Board met on July 7, 2016 to review the documents and has prepared a list of questions, concerns and comments for the law firm. This will assist them in making some changes and in providing explanations for the various updates in preparation for meeting with the Board and Manager in order to reach a draft that can be presented to the Saxony Owners for their review. In connection with the Document revision process Marlene Gumbiner attended the meeting to request that the current restrictions on For Sale and For Rent signage be modified to allow for limited signage at the main entrance.
3. As the summer has progressed there have been additional issues with the sprinkler system which has required additional repairs as new leaks, line breaks and faulty sprinkler heads have required additional attention and repairs.
4. An alternative proposal and bid to perform some repairs to the Stucco wall along Dayton Avenue was received and has been reviewed by the Board and Property Manager. The Manager will be contacting the contractor to get clarification on some of the items in the proposal as well as finding out the potential cost of a slight expansion of the scope of work that was contemplated in the bid.
5. The final plans for the Saxony summer social on Saturday August 6<sup>th</sup> were briefly discussed. Footnote- the weather turned out to be pleasant and attendees from nine residents enjoyed the event.
6. It was again discussed that owners and/or agents involved in the rental of residences in Saxony should provide basic contact information to the Property Manager regarding their tenants in the event that the Property Manager or a Board Member needed to be in contact with them.

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7. Communication from three residents regarding landscape questions were reviewed and discussed. Most of the comments and questions were addressed with the completion of the projects that were done the week of July 18<sup>th</sup>. Some of the remaining questions will be addressed when cost estimates are received from GroundMasters. The Property Manager will be seeking clarification from one of the residents as to the specifics of the request.

There being no other business the meeting was adjourned at 4:05 PM.

The next meeting is scheduled for Wednesday, August 31, 2016, at 1:00 PM, at the home of VP Vallejo (9637).

Signed

Dennis Bierschbach

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