

Saxony Homeowners Association, Inc.

Memo To: Saxony Homeowners

March 21, 2012

Subject: Internal Communications

Easy, fast and effective two-way communication between Saxony residents, Dave Littler our property manager, and the Board is a necessity to keep everyone well informed about Saxony affairs.

E-mail is by far the most economical and efficient way to accomplish this. So e-mail will be the preferred way for us to contact all of you, and for you to contact us as well. For this reason, it is very important that Dave Littler of Peak to Peak Property Management have the correct current e-mail addresses on file. We have sent monthly newsletters via e-mail since November 2011. If you have not been receiving the newsletters please contact Dave Littler at 303-884-4912 or dlittler@peaktopeakmgt.com to update your information.

Periodic newsletters will continue to be sent to each owner by e-mail or hand delivery to those without e-mail, and will also be posted on the Saxony website. The newsletters will contain items of general interest, updates of current and planned projects, a brief review of the past scheduled Board Meetings, and confirmation of the next scheduled Board Meeting. For those of you who do not use e-mail a copy will gladly be hand delivered to you. If you have been receiving those deliveries already you do not need to notify us again. For privacy and security reasons, newsletters and minutes of Board Meetings will not be posted at the mail kiosk bulletin board, but are always available at the Saxony website <http://peaktopeakmgt.com/pages/associations/saxony/index.html>. Notices of an operational matter such as tree spraying, shrub trimming, painting, street work etc. that residents need to know about will continue to be posted at the mail kiosk in advance of the event.

E-mail is also the preferred way for residents to contact the property manager Dave Littler with your questions and requests. Another easy way to contact Dave is to go to the website listed above and click on "ask the manager". A form will be available that you can fill out and send to him. Of course, when someone needs to discuss something in detail, or does not use e-mail, telephone calls are certainly acceptable. In addition, if there is an emergency situation, please call 911 for any life threatening issue.

We hope that everyone will check their e-mail often for the newsletters and other notices. Awareness of the business the Board is conducting on your behalf and participation in your community are the keys to Saxony's success now and in the future.

Your Saxony Board,
Al, Craig and Maria

Dave Littler, Peak to Peak Property Management, LLC.

C/O Peak to Peak Property Management, LLC.
PO Box 1808
Castle Rock, CO. 80104
303-884-4912