

**SAWGRASS CONDOMINIUM ASSOCIATION  
BOARD MEETING MINUTES  
TUESDAY, SEPTEMBER 13, 2016  
TOWN OF CASTLE ROCK FIRE STATION, TRAINING ROOM  
300 PERRY STREET  
CASTLE ROCK CO 80401**

- I. ESTABLISH A QUORUM** Meeting was called to order at 6:30 by Director Fry. The following Board members were present for quorum

Marth Fry  
Irene Henning

Arlene Morris  
Bill Huddy

There were 12 homes represented by homeowners in attendance. Molly Ryan with Metro Property Management was also in attendance.

- II. SPECIAL GUESTS: MIKE LUNGARETTI, HERITAGE ROOFING** – Mike and Brad with Heritage Roofing presented their findings on the condition of the roofs. In their opinion, the roofs were severely damaged from hail on July 1, 2016 and should be replaced. They have extensive references in the HOA industry and will be able to work as the General Contractor so the window screens, balcony railing paint and community signs will be done as well. The community supported the findings. They informed the community they could replace all of the roofs over seven days, weather permitting. All questions were fielded.

**III. APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST**

**Board approves the agenda** or makes motions to recommend modifications- On a motion duly made and seconded, it was unanimously resolved to approve the agenda.

**Board members disclose any conflicts of interest regarding agenda items** . There were no conflicts of interest among the members of the Board.

- IV. HOMEOWNER FORUM** - The Homeowner included comments as follows: There are covenants that should be enforced such as garages being used for storage. Management reported they have sent letters to violators if the owner of the garage is known. The county assessor does not reflect the garage occupancy. A homeowner reported she has provided information on the ownership of some of the violators and she reports the garages are still being used in violation of the Association's Declaration of Covenants. If the owner of the garage is known Management will send a letter. Same owner asked about black panels on the dumpster enclosures. Management reported they are in process. Other members asked if they send in reports of violations, are letters sent. Management responded they are if the report is made in writing with dates, times and the number of the unit where the violator lives. Another homeowner inquired why the HOA opened a claim to repair the garage that was damaged by a homeowner. Management responded that the homeowner's insurance lapsed and the Association's insurance policy will cover the loss. The homeowner will be billed for the deductible upon receipt of the fire department report.

**V. HOMEOWNER CORRESPONDENCE –**

**Homeowner Hearings** . None Scheduled

**Board members review correspondence from the community** – The Board reviewed the correspondence

- VI. MINUTES – May 24 2016** On a motion duly made and seconded, it was unanimously resolved to approve the minutes from May 24<sup>th</sup>, 2016

**VII. FINANCIAL MATTERS**

**May- August 2016** . On a motion duly made and seconded, it was unanimously resolved to approve the financials from May through August 2016 subject to final audit.

**Approval of Payables** . Payables were approved

**VIII. UNFINISHED BUSINESS**

**Manager's Report** . Management supplied a report of items completed since the last meeting

**IX. ITEMS FOR RATIFICATION**

**Open Insurance Claim for Garage Fire Repairs** . On a motion duly made and seconded, it was unanimously resolved to ratify opening an insurance claim to restore the garage damaged by fire in July of 2016.

**Survey for Water Tap** . The Association obtained a survey for the water tap. On a motion duly made and seconded, it was unanimously resolved to ratify the expense for the water tap survey.

**X. NEW BUSINESS**

**Hail Damage July 1, 2016** . On a motion duly made and seconded, it was unanimously resolved to open a roof repair claim and use Heritage Roofing as the General Contractor to restore the damaged property including the roofs.

**New Water Tap – Legal update.** Damien Bielli with Vial Fotheringham Attorneys at Law attended the meeting and updated the homeowners on the process the Board has approved to install a new tap allowing the Association irrigation autonomy from the Sawgrass at Plum Creek Community Association.

**Garage Fire Repairs** . Repairs are almost completed and permits will be closed within a few weeks.

**Insurance Renewal-** On a motion duly made and seconded, it was unanimously resolved to renew the insurance with American Family using the flat \$10,000 deductible and coverages. There were no unanswered questions.

**Update Road Repairs with Sawgrass Community Association** . The Board has asked the Sawgrass at Plum Creek Community Association Board of Directors for repairs to the asphalt and re-striping. The project may be delayed to spring due to the construction equipment required for the roof replacements. The Sawgrass at Plum Creek Community Association meets at the library on the fourth Tuesday of every month.

**Schedule Next Board Meeting Date** . Tuesday, October 25, 2016 at 6:30 2017 Budget Meeting

**Other** . There were no other items brought before the Board.

**XI. ADJOURNMENT** – On a motion duly made and seconded, it was unanimously resolved to adjourn the meeting at 8:40pm

**XII. EXECUTIVE SESSION** (Discuss Delinquencies)

Respectfully Submitted by Molly Ryan

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Approved by an Officer

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BOARD MEETING AGENDA  
TUESDAY, SEPTEMBER 13, 2016 6:30-8:00PM  
TOWN OF CASTLE ROCK FIRE STATION, TRAINING ROOM  
300 PERRY STREET  
CASTLE ROCK CO 80401**

**I. ESTABLISH A QUORUM** (Three of the Four directors needed)

Marth Fry  
Irene Henning

Arlene Morris  
Bill Huddy

**II. MINUTES- None**

**III. ATTORNEY CORRESPONDENCE –**

Irrigation Update

**IV. DELINQUENCIES**

Review Delinquency Report with Recommendations

**V. NEW BUSINESS**