

**SAWGRASS CONDOMINIUM ASSOCIATION  
BOARD MEETING MINUTES  
TUESDAY, JANUARY 24, 2017  
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 Morris. The following Board members were present for quorum

Arlene Morris, President  
Bill Huddy, Vice President

Gail VanSickle, Secretary  
Cindy Anderson, Member at Large

Six homes were represented by attendees. Molly Ryan with Metro Property Management was also present.

- II. SPECIAL GUESTS: NONE**

- 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.

Director Morris welcomed and introduced the new Board members, Gail VanSickle and Cindy Anderson.

- IV. HOMEOWNER FORUM** - The Homeowner Forum included the following comments. Branches are touching the top of the garage located on the north side between buildings 1574 and 1560. These will be removed. Should bikes be allowed on patios from September through April? The Board will discuss. 1575-101 has dogs that violate the community Rules and Regulations. Request that Heritage Roofing repair the downspout on garage 11. Are commercial truck allowed in the community. Director Anderson fielded the question because she is tagging vehicles for the Community Association who has purview over the parking. On a motion duly made and seconded, it was unanimously resolved to close the Homeowner Forum as all comments were fielded.

- V. HOMEOWNER CORRESPONDENCE –**

**Homeowner Hearings** – None Scheduled

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

- VI. MINUTES – Sept 11, 2016** On a motion duly made and seconded, it was unanimously resolved to approval the minutes from September 11, 2016. There were no unanswered questions.

- VII. FINANCIAL MATTERS**

**Transfer to Operating \$37,776.26** – Management recommended the Board transfer \$37,776.26 to operating from reserve to cover the 2016 deficiency. The Board was reminded of the necessity for the 2017 dues increase to prevent a 2017 budget deficiency. On a motion duly made and seconded, it was resolved by the majority to transfer the money from reserve to operating. One member opposed

**Nov – Dec 2016** – On a motion duly made and seconded, it was unanimously resolved to approve the financial reports for November and December of 2016 as amended subject to final audit.

**Approval of Payables** – The payables were approved and checks were signed.

- VIII. UNFINISHED BUSINESS**

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

**IX. ITEMS FOR RATIFICATION**

**X. NEW BUSINESS**

**Window Screens and Paint Repairs** – Management reported on the status of the window screen repairs and painting the balconies. Heritage Roofing is working with the insurance company to cover these expenses based on the proposals they are fielding.

**2017 Objectives** – The Board have made the community covenant enforcement, the landscape, the concrete, signs, dryer vent responsibility and carpet the priorities for 2017

**Concrete Replacement Scope of Work** – Management supplied the board with the scope of work as suggested by ASR. The concrete replacement scope of work was amended.

**Covenant Enforcement Committee Charter** – On a motion duly made and seconded, it was unanimously resolved to approve the Covenant Enforcement Committee Charter. Interested members will be contacted.

**Sewer Cleaning Proposals**- The Association has contacted three vendors and has not received a proposal from any of the vendors yet.

**Fence Removal** – The fire fence from the garage fire in July has been removed. Sawgrass Community Association had the fence installed per the directive of the manager on the evening of the fire claiming the Town of Castle Rock did not properly secure the area. Molly informed the Community Association they would need to file a claim against the responsible homeowner's insurance or assess it back to the homeowner ledger. The Community Association would not remove the fence despite numerous requests. Director Anderson reported she had the fence removed through the management for the Community Association. All parties present were pleased the Condominiums did not pay for the fence to be removed.

**Schedule Next Board Meeting Date** – Wednesday, April 19, 2017 at 6:30pm

**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 8:00pm

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

Respectfully Submitted by Molly Ryan