

Quail Ridge Homeowners Association Newsletter

June 2011

BREAKING NEWS

Mail Kiosk

On Monday, June 20, JSN Property Management was notified that the mail kiosk door was wide open over the weekend. **Unfortunately it has been confirmed that the Key Keeper was tampered with, and the key to the Kiosk was stolen.** ALL Quail Ridge addresses will receive the notice in their boxes today from the Post Office. We have been working diligently with the Post Office and we are installing a more secure door to the Key Keeper. When the Case is assigned to a Detective in the Police Department we will file the report and that report will be sent to the Postal Inspection Service (the Federal Investigative Branch of the United States Post Office). As a precaution it is important that each homeowner/resident review credit card statements in the event credit card numbers were stolen. As homeowners/residents, it is extremely important for us to be aware of what happens in our community. Just a reminder...you can **always** call the Client Services Team at 303-482-2213 for emergent situations that are NOT life threatening. In the event of a life threatening emergency (fire, serious injury, etc) please call 911.

ANNOUNCEMENTS

Annual Meeting

The Quail Ridge Homeowners Association held our annual meeting on May 10, 2011. Thank you to all of the homeowners that were in attendance! The Board received a lot of great feedback and suggestions on ways we can continue to improve our community. Several of the items discussed will be highlighted in this newsletter. The Board would greatly appreciate ongoing participation and we welcome homeowners to attend the monthly board meetings, held the second Tuesday of each month at 6:30 p.m. in the Clubhouse. We hope to see you there!

Board Member Elections and Positions

At the Annual Meeting both Tim Marano and Andrea Pellicori were re-elected to the Board for three year terms. At the Board meeting that immediately followed the Annual meeting, the Board voted on positions. They are as follows: Robert Rivera (President), Andrea Pellicori (Vice President), Jeremiah Adams (Treasurer), Angela Beiderbecke (Secretary), Mike Hess (Member at Large), Adam Crannell (Member at Large) and Tim Marano (Member at Large).



Splish Splash

The pool has been open for a few weeks now and we hope you are enjoying this wonderful community amenity! The pool is open Sun-Th from 7 a.m. to 10 p.m. and Fri-Sat from 7 a.m. to midnight and the gate locks at closing. If you are still in the pool area after closing you will have some difficulty getting out! **Each homeowner is only permitted FOUR guests** in the pool area. Guests cannot be in the pool area without the homeowner present. **Glass of any kind is not permitted** in the pool area. Also, please be considerate of other homeowners both in the pool area and those living in the surrounding homes – **refrain from yelling, screaming and using profane or inappropriate language.** Please read the Pool and Spa Rules, posted in the pool area for additional regulations.

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New Light Bulbs...What You Need to Know!

The Quail Ridge community has started to use Compact Fluorescent Light Bulbs (CFLs) for the front and back porch lights, as well as lights in the common areas. Because the lights last longer, the community will save money! In the event your light bulb burns out, the association will replace it. Tim Marano, Board Member, is always on the look-out for burnt out bulbs and he will replace them. He will ensure the CFL bulbs are disposed of in the proper manner based on EPA recommendations. However, in the event you replace your own bulb or your bulb breaks and you need to clean it up, we have included some very important information and recommendations for how to do that in the safest way possible.



What should I do with a CFL when it burns out?

EPA recommends that consumers take advantage of available local recycling options for CFLs. You can contact the local municipal solid waste agency directly, or go to www.epa.gov/bulbrecycling or www.earth911.org to identify local recycling options. If state or local environmental agency permits you to put used or broken CFLs in the garbage, seal the bulb in two plastic bags and put it into the outside trash.



How should I clean up a broken fluorescent bulb?

Carefully scoop up glass fragments and powder using stiff paper or cardboard and place them in a glass jar with a metal lid or in a sealed plastic bag. Use sticky tape, such as duct tape, to pick up any remaining small glass pieces and powder. Wipe the area clean with a damp paper towel or disposable wet wipe. Place towels in the glass jar or plastic bag. Do not use a vacuum or broom to clean up the broken bulb on hard surfaces. Immediately place all clean-up materials in a trash container. Wash your hands after disposing of the jars or plastic bags containing clean-up materials.

Work Order Requests

Homeowners have expressed concern over the amount of time it takes to address work orders. We are currently working with JSN to approve ongoing bids for more common problems, for example pest control. An ongoing bid means we will keep that particular vendor/company on file permanently so in the event a work order is called in, we can send the contractor out immediately to resolve the issue. This will greatly reduce the amount of time it takes to fix some of these issues. The Board is always extremely conscious of how your dues are spent; therefore it is crucial we review at least three bids to ensure we hire the appropriate company at a reasonable price. If you would like to submit a work order, please go to www.jsnproperty.com and click on Maintenance and click on Create New Request. Or you can call the Client Services Team at 303-482-2213.

Clubhouse Rental

DID YOU KNOW THAT ONE OF OUR GREATEST AMENITIES IS THE CLUBHOUSE????

Want to have the family over but have no room to have them all sit comfortably....the clubhouse has a full kitchen to cook in, a table that sits 8-10 and other tables if needed, couches, a TV and a pool table to keep everyone entertained.

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The clubhouse can also be used for baby and wedding showers, as well as office, retirement, graduation and holiday parties. What about those family reunions this summer? Bring a grill and you can have the perfect pool party.

The non-refundable rental fees for members of Quail Ridge Condo Association are \$25 for 0 to 15 people, \$35 for 16-30 people and \$50 for 31-50 people. The damage/cleaning deposit is \$250, to be paid at the time of reservation and is refundable if no damage has occurred and the clubhouse is cleaned (including the bathrooms) according to the checklist.

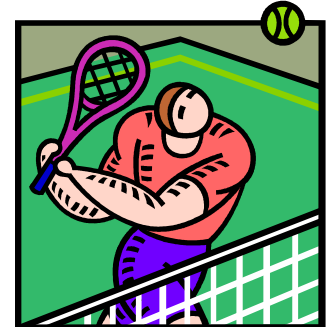
A key to the clubhouse will be picked up from the Clubhouse Manager on the day of the rental or at a time agreeable to both parties. At that time they will conduct a walk through with the renter and complete the Clubhouse Rental Agreement. After completion of the renter's party, a walk through with the renter is done to assure that the clubhouse has been cleaned and that no damage has occurred. If there is no damage and the clubhouse is clean, the deposit check will be returned to the renter, and the key will be returned to the Clubhouse Manager. If damage has occurred and/or the clubhouse is not clean, the damage deposit will be held pending determination of costs.

If you would like to reserve the clubhouse call Angie Beiderbecke at 720-988-8772.

UPCOMING WORK

Tennis Court

The tennis court is tentatively scheduled to be patched the last week of June. Unfortunately due to the weather, the patching has been delayed several times. This is a temporary solution which will have to suffice for the next couple years. Unfortunately the ground is still settling (after the wall was replaced) and we have been advised by the contractor that if we completely replace the court now, we will face the same cracking within a year. We hope the patching will allow homeowners to take full advantage of the courts until a permanent fix can be put into place.



Recycling Bin

Several requests have been made by homeowners to add a second recycling bin to our community. The Board originally approved the addition of a new bin however building the required bin enclosure is costly. Therefore, arrangements have been made with our waste company to add a third pick up each week – **AT NO ADDITIONAL COST!** We hope this will help clear out the bins and allow you to continue to utilize them.



Parking Lot Sweeping

A company has been selected to provide parking lot sweeping for our community. **Sweeping will take place on Monday, June 27 (buildings 1-7) and Tuesday, June 28 (buildings 8-14).** Flyers have been posted

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on each resident's door with this information. A notification flyer has also been posted at the mail kiosk. In addition, a second notification flyer will be posted on each resident's door this weekend. On the day your building is scheduled to have the lot swept, **cars must be moved to the other side of the property (or out on the street) BEFORE 9 a.m.** Board members and community member volunteers will NOT knock on doors and remind residents to move their cars the morning of sweeping. *****IMPORTANT ANNOUNCEMENT***** Cars left in the parking lot on sweeping days will be towed to a lot and the homeowner will be responsible for paying to get it out. The towing cost (to the homeowner) will be \$135 for hook-up and \$3.50 per mile to move the car from the lot back to Quail Ridge.

Deck Inspections and Repair/Replacement

A company has been selected to assess all of the decks in our community and provide repair/replacement services. Decks will be repaired/replaced based on severity level – those that pose the highest safety risks will be replaced first. Decks repairs/replacements will take place over the next several years in order to ensure we stay within the community's budget.

Concrete Work

A company has been selected to begin repair work on our sidewalks. You will be notified as to when work will begin once it is scheduled. As we have done with the deck repair/replacement, concrete work will be done in phases. More information will be shared with you as work begins.

STUFF TO KNOW

Money, Money, Money

At the annual meeting, homeowners asked some very good questions about the out-of-state bank that currently holds the associations reserve funds. Here is some more information that may be helpful!

Community Plus, a division of North State Bank, is located in Raleigh, North Carolina. They serve community associations across the country and are a member FDIC. They provide services which include lock box services, remote deposit capture, online banking services, e-statements, ACH (such as preauthorized electronic debits), payment processing, certificate deposit account registry service and loans. For more information about Community Plus, you can visit www.communityplus.com.



JSN has built a strong relationship with Community Plus, as well as with the Colorado-based banks they do business with. We have included, for your information, a fee comparison between JSN and other management companies so you have a better understanding of what JSN offers our association.

	JSN	Management Company A	Management Company B
ACH Processing Fees	None	\$0.20/Transaction	\$0.25/Transaction
Lock Box	None	\$10/month	\$15/month
Bank Fees	None	\$35/month	\$50/month

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CD Early Cash Out	No Fees	Fees	Fees
Account Receivable Fees	Included	\$1.20 per payment	\$1.75 per payment
Account Payable Fees	Included	\$0.25 per payment	\$0.35 per payment
Secured Electronic File Database	Included	Paper Storage \$5/box/month	Paper Storage \$2.50/box/month
Online Automated Invoice Approval & Check Signing	Included	Not Available	Not Available
Live Online Homeowner Account Statement	Included	Not Available	Not Available
Credit Card Processing Fee	4%	7.5%	10%
ECheck	Included	\$7	\$5

Certificate of Hazard Insurance

Several homeowners have informed the Board they received letters from their insurance companies requesting the association's certificate of hazard insurance. This certificate can be found at www.jsnproperty.com. Click on Community Information, click on Governing Documents and click on 2011 Certificate of Insurance.



Pet Poop Pick-Up

We continue to have an issue with residents not picking up after their pets. Please be considerate of the community and pick up pet waste. Residents that are identified as not picking up pet waste will be fined.

Don't Be A Butt...



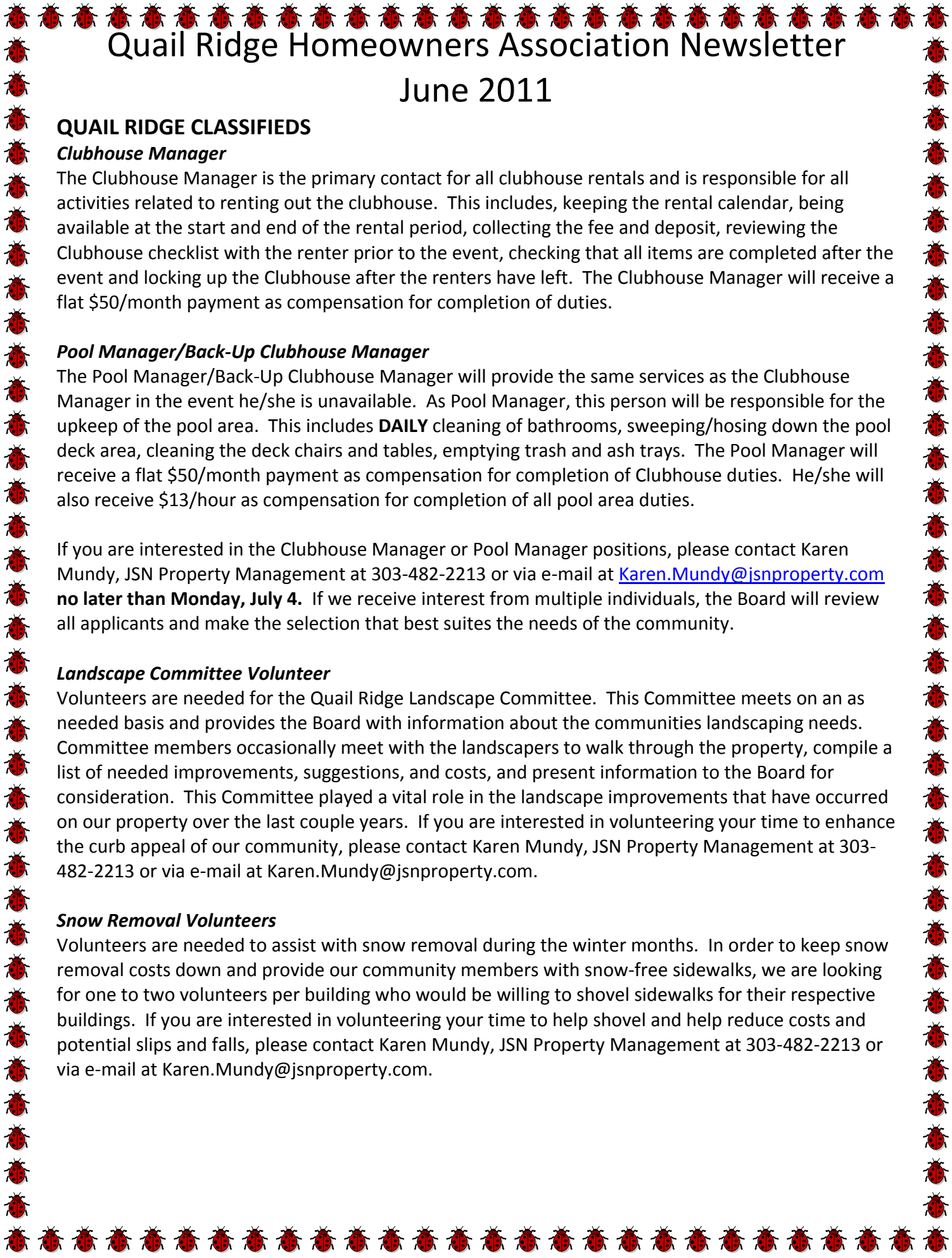
Whether in the pool area, in the parking lot, at the mail kiosk or on your front or back patio, it is your responsibility to dispose of cigarette butts properly. Members of the community are seeing an increase in the number of butts thrown in the parking lot and tossed in the grass. Improperly disposing of cigarette butts will result in a fine. Please have courtesy for your neighbors and respect for our community...toss your butts in the trash!

Meeting Minutes

Monthly Board meeting minutes can be found on the JSN website at www.jsnproperty.com. Log in and click on Association Business, then click on Meeting Minutes. If you are unable to attend the meetings in person, this is a great way to keep up on what the Board has discussed and what decisions have been made regarding the community.

Vroom, Vroom

Just a friendly reminder...**the speed limit within the complex is 10 mph.** Community members have noticed numerous vehicles speeding through the property. We have children that play outside and occasionally make their way into the parking lot. In addition, cats roam outside and dogs occasionally get out of the front door without a leash on. Speeding through the parking lot is a danger to residents, children and pets. For everyone's safety, please stick to the speed limit.



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QUAIL RIDGE CLASSIFIEDS

Clubhouse Manager

The Clubhouse Manager is the primary contact for all clubhouse rentals and is responsible for all activities related to renting out the clubhouse. This includes, keeping the rental calendar, being available at the start and end of the rental period, collecting the fee and deposit, reviewing the Clubhouse checklist with the renter prior to the event, checking that all items are completed after the event and locking up the Clubhouse after the renters have left. The Clubhouse Manager will receive a flat \$50/month payment as compensation for completion of duties.

Pool Manager/Back-Up Clubhouse Manager

The Pool Manager/Back-Up Clubhouse Manager will provide the same services as the Clubhouse Manager in the event he/she is unavailable. As Pool Manager, this person will be responsible for the upkeep of the pool area. This includes **DAILY** cleaning of bathrooms, sweeping/hosing down the pool deck area, cleaning the deck chairs and tables, emptying trash and ash trays. The Pool Manager will receive a flat \$50/month payment as compensation for completion of Clubhouse duties. He/she will also receive \$13/hour as compensation for completion of all pool area duties.

If you are interested in the Clubhouse Manager or Pool Manager positions, please contact Karen Mundy, JSN Property Management at 303-482-2213 or via e-mail at Karen.Mundy@jsnproperty.com **no later than Monday, July 4.** If we receive interest from multiple individuals, the Board will review all applicants and make the selection that best suites the needs of the community.

Landscape Committee Volunteer

Volunteers are needed for the Quail Ridge Landscape Committee. This Committee meets on an as needed basis and provides the Board with information about the communities landscaping needs. Committee members occasionally meet with the landscapers to walk through the property, compile a list of needed improvements, suggestions, and costs, and present information to the Board for consideration. This Committee played a vital role in the landscape improvements that have occurred on our property over the last couple years. If you are interested in volunteering your time to enhance the curb appeal of our community, please contact Karen Mundy, JSN Property Management at 303-482-2213 or via e-mail at Karen.Mundy@jsnproperty.com.

Snow Removal Volunteers

Volunteers are needed to assist with snow removal during the winter months. In order to keep snow removal costs down and provide our community members with snow-free sidewalks, we are looking for one to two volunteers per building who would be willing to shovel sidewalks for their respective buildings. If you are interested in volunteering your time to help shovel and help reduce costs and potential slips and falls, please contact Karen Mundy, JSN Property Management at 303-482-2213 or via e-mail at Karen.Mundy@jsnproperty.com.