

Summer Newsletter

July, 2009

Stapleton Filing 2 Homeowners' Association

Welcome Note from the Board

Welcome to the Stapleton Filing 2 Homeowners' Association (HOA) Summer 2009 newsletter. This newsletter is brought to you from your board of directors and is designed to keep you up-to-date with major association news.

McStain, our home builder, first designated membership in this HOA. The homes included are the mission style town homes on Syracuse Court (addresses 2810 - 2880) and the row homes on 29th Avenue (addresses 7750 - 8490). Altogether 98 homes are part of the association.

Your board is made of up homeowners, just like you. We were elected at the last annual meeting, held in December of 2008. Your board consists of:

- **Ann Koerner, president.** Before becoming the

HOA president she served on the board as the replacement treasurer. She is currently serving a three-year term, scheduled to end at the 2011 annual meeting. Ann has owned a row home on 29th Avenue since 2005.

- **Jennifer Spielman, treasurer.** Jennifer was elected at the annual meeting as a replacement for Ann. Her term will run through the end of this year. Jennifer and her husband own a mission style town home on Syracuse Court, where they have lived since 2003.

- **Cary Miller, vice president.** Cary recently volunteered to fill the vacant vice presidency after attending a monthly board meeting. His position will be up for election at the 2009 board meeting. He owns a row home on 29th Avenue.

The board meets monthly on (or about) the second Tuesday of each month at the Berkshire restaurant. Meetings begin at 5:30 pm and all are welcome to attend. Occasionally meeting times and locations get changed, so if you plan to attend, please confirm place and location on our website www.weststarmanagement.com or check with our property manager, Elissa Conger (see below). Meetings cover items relating to the association, such as budgets, current spending, architecture review, homeowner violations, and requests.



New Property Manager: Elissa Conger

After serving us as Property Manager since 2007, Nickie Greco is moving on. We extend a warm welcome to Elissa Conger. Please contact Elissa for questions about property management issues, monthly board meeting times, or to get in touch with an HOA board member. Elissa is looking forward to working with us all to maintain a wonderful community.

Elissa can be reached at (720) 941-9200 extension 43, or via e-mail at Elissa@WeststarManagement.com.

Your HOA Fees at Work

Every month, your household pays the association \$162 to cover items both large and small. Here's a reminder of some of the things your fees pay for.

1. *Reserves.* Reserves are intended to fund large projects involving many homes, such as painting or major repairs, without the need for a special assessment. Our reserves are scheduled to be fully funded by the end of 2010.
2. *General maintenance.* This includes snow removal, landscaping and grounds (including sprinkler systems), small painting jobs, and general wear and tear.
3. *General administration.* Legal services, property management fees, and insurance are covered under this category. The HOA provides blanket building insurance, general liability insurance, and directors and officers insurance in accordance with the governing documents. Please keep in mind that homeowners are responsible for purchasing personal property insurance for their units. If you are not sure what you need to buy to be fully covered, please contact our property manager for information.

If you've been here for a while, you've noticed that our fees have gone up incrementally almost every year. This is not unusual, as fees for services change and unexpected costs arise. We are currently on a very strict budget. However, if you have any questions about your fees don't hesitate to bring them up at the next board meeting!

Updates from the President

All of our documents are online! Visit the Weststar Management Website for more information.

www.weststarmanagement.com

Landscaping. In the past year there have been many changes in our neighborhood. In 2008 the HOA utilized American Civil Constructors to redo the majority of the landscaping in front of the homes. This spring some of the end yards have also been upgraded. Last year's board worked closely with the landscape architect to select plants with good curb appeal, that required little water and would maintain some interest during the dormant winter months.

Reserve Study. Last year the association commissioned a reserve study to ensure we were properly funded. Association Reserves, Inc. completed the study last fall and concluded that

the association was underfunded. This is a fairly common occurrence in new associations, such as ours, where initial fees are set by the builder and are not focused on the long term planning for the HOA. At the December 2, 2008 annual meeting the board recommended raising monthly dues by \$22, taking the dues from \$140/month to \$162/month to cover the shortfall. In order to become properly funded the homeowners approved the dues change. The reserve balance is growing as expected and is on track to funding future large projects that would otherwise cause homeowners large special assessments.

Name Change? This spring the board investigated changing the name of the association from "Stapleton Filing 2" to "The Rowhomes at Stapleton". In order to do this properly there would be over \$2,000 in legal and filing fees. Given the current economic situation, the board elected to table this decision until the annual meeting at the end of the year.

Annual Meeting. The next annual meeting will be held in November or December and will be announced on both the website and in the annual homeowners' report, which is delivered prior to the meeting.

What you need to know as an HOA member

Belonging to an HOA means striking a balance between your individual rights as a homeowner and your responsibilities as a community member. Because it's difficult to keep track of all of our regulations, it's not unusual to get a friendly "warning" letter from time to time. Here are some of the rules relating to the most common violations.

Signage — Homeowners are currently permitted to display one sign, no larger than 5 square feet, through an inside home window. Lighted signs are not allowed. No signs are allowed on lawn areas, as they can damage our watering system.

Decorations — Holiday decorations should be taken down within a reasonable amount of time after the holiday. Homeowners are responsible for any damage done to common areas as a result of their decorations. These regulations are

similar for election posters.

Common Areas — Driveways and common areas should be kept clear of all personal items, and not used for storage. Maintenance of common areas, including garage doors and siding, is the responsibility of the association unless "any such repair...is resulting from the act or negligence of an Owner or an Owner's guest."

Payment of Fees — HOA fees are due at the beginning of each month. Fees not paid by the 30th are considered delinquent, and a \$10 late charge is assessed, as well as an 18% interest rate on the outstanding balance. Other fees may be assessed for returned checks and legal services. Delinquency is a very serious matter and may result in foreclosure proceedings!

If you find yourself in violation of HOA regulations, you can expect to receive an initial letter from the property manager informing you of the specific violation and what should be done about it. It is important to know that if you do not take care of a violation, you may be assessed various fees. Once a fee has been assessed you will still need to pay it, even if you eventually correct the problem.

The board is designed to protect all HOA members. However, if a rule seems unreasonable or out of date, bring it up with a board member, or at the next meeting!

Follow the link below to view all of our documents on line!

<http://www.weststarmanagement.com/hoa/hoalegals/stpltn2/stpltn2.html#>

Changes to Units — Any changes to the outside of your unit, including security doors and awnings, require approval from the HOA board. This is to make sure any external changes are consistent with the ambience of our community. Simply complete a form, available on the web site, and submit it to our property manager. Your request will be reviewed no later than the next board meeting (typically the 2nd Tuesday of the month) and you can expect a response shortly after that.

Landscaping Improvements and Maintenance — The new landscaping is finished and so now the task of keeping it alive begins. If you see something out of place with the landscaping, please report it to the manager or a board member. Reportable problems include large areas of dead plants, or obvious problems with the irrigation. Please report any irrigation problems to Elissa, and do not try to fix them yourself. Weststar is available 24 hours a day for emergency issues, so don't hesitate to call. Certain landscaping problems, such as single dead plants or partial die-back, are to be expected and do not need to be reported immediately. Keep in mind that the landscapers will walk the property with the manager throughout the summer to find and repair any issues. However, if you see ongoing unresolved problems, or have any other maintenance/safety issues such as crumbling or shifting concrete, please bring them to the attention of the HOA board or the property manager.

Stapleton Filing 2 Homeowners' Association

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Homeowner and Community Safety

Safety is the responsibility of everyone. There is no need to be fearful, but it is wise to take a few simple precautions:

- If someone rings the doorbell, let them know you are home even if you do not want to buy their magazines or contribute to a cause. One neighborhood house was recently broken into after the intruders first rang the doorbell to determine whether anyone was at

home. Fortunately no one was harmed, but the homeowner got a nasty scare.

- Be sure your garage door is closed. An open garage door makes it easy for a burglar to break into the main house, or simply take attractive items stored in the garage.
- One of the easiest safety measures is simply to switch on a light. Please check your alley lights to be sure they are working.

It is the responsibility of each homeowner, and not the HOA, to replace them.

- Anyone interested in the neighborhood watch program, or other safety programs in Stapleton, can find detailed information through the Stapleton United Neighbors (SUN) website:

<http://sites.google.com/site/sunwebsite1/Home/safety>