

# Summerlane Village News

Summerlane Village HOA

## Notes from the Architectural Review Committee

The Architectural Review Committee, along with the Board of Directors, will be walking the neighborhood the week of **June 16**, looking for items that will be considered violations of the landscape covenants. These items include:

- Weeds and grass in rocks
- Weeds in lawn
- Fences in need of repair or stain
- Rock on the façade of houses that is in need of repair
- Dead trees, or trees that need attention (trimming)
- Painting issues on houses



The Board would like our homeowners to be proactive in dealing with these issues prior to the week of **June 16**, so that no violations need to be produced. Thank you all in advance!

Also, the ARC and the Board of Directors would like to remind residents and homeowners that any changes to their property, short of planting a flower must be submitted to and approved by the ARC prior to doing

**Volume 7, Issue 1**  
**June 10, 2013**

### Special points of interest:

- HOA monthly dues
- Homeowners education class
- Check out the calendar
- We're on the web!!!

### Inside this issue:

Fond Farewell	2
Homeowners Education Class	2
Monthly dues	2
Recording Secretary needed	3
Welcome Aboard	3
Dog Rules	3
Calendar	4

## Summerlane Village Golf Day

September 28, 2013

Time and Place to be determined.

We would like to get feedback for a golf day, open to all golfers male and female.

If you are interested in joining your neighbors for a round of golf and lunch /

dinner, we would like to hear from you.

Please email

[info@summerlanevillage.com](mailto:info@summerlanevillage.com)

Ideas and suggestions welcome.

## A Fond Farewell

As a community we are saddened by the loss of a resident that has unselfishly served Summerlane for over 7 years. The Schmalz household has outgrown their home here and they will be moving. Before they move we wanted to take this time to thank them for their many years of serving in the community. Jeanine started serving as a member of the ARC with a strong desire to see our brand new neighborhood move from Declarant control to homeowner control with a relationship based HOA. She later became the ARC president and was a major voice in shaping the great neighborhood we live in. For the last several years she has faithfully donated many hours of her time serving as the Vice President. She has always been the voice of reason and common ground in any situation that arose during her time as Vice President.

Stephanie has been the Recording Secretary (Treasurer) since we have been a self managed HOA in 2006. She has done an outstanding job of keeping the books, paying our vendors, and communicating with realtors, residents and our attorney with everything related to the financial issues pertaining to our community. In many ways she has gone far beyond the scope of what she had to do, putting more time than the standard 8-5. She has always been a voice of warmth and genuine concern when dealing with many challenges of the day to day activities of the neighborhood.

All of the past and present members of the Board and ARC members want you both to know that we appreciate and thank you for all you have done to make Summerlane Village the great place to live it is.

## Homeowners Education Class

Ever wonder about why you have a homeowner's associations and what the association can do for you? Come to the gazebo on 6/25 at 6:30 for an hour long presentation by the Association's law firm about Summerlane Village HOA. Topics will include an overview of HOA's, Homeowner's responsibilities and benefits, Architectural issues, and responding to questions and answers. What better way to spend an evening then with the Association's lawyer? Look forward to seeing you there!!



## Monthly dues

Monthly HOA dues must be paid by the 10th of each month. With the relocation of the Schmalz', we will no longer have the opportunity to drop our payments in the milkbox at their home.

Please mail your dues to the following address until such a time that we can find a new recording secretary.

**Summerlane Village HOA**

**P.O. Box 620895**

**Littleton, CO 80123**

## Recording Secretary needed

We are looking for a new Recording Secretary (Treasurer) with the Schmalz' moving.

We need someone with good communication skills both written and verbal, who is well versed in Quickbooks and Excel.

Job duties include but are not limited to:

- Collecting mail from P.O. Box,
- posting checks to QuickBooks and making deposits to bank,
- monthly reconciliation of US Bank and Fidelity accounts,
- vendor/bill management and accounts payable,
- maintaining homeowner contact list,
- generating monthly reports – P&L, reconciliations, etc.,
- maintaining actual/budget monthly spreadsheet,
- reporting to Board of Directors on a monthly basis,
- collections – statements/calls/liens, etc... for homeowners that haven't paid dues,
- communicate with Board and HOA attorney as needed,
- produce, file and order coupon books annually,
- assist Board with neighborhood mailings as needed,
- attend and participate in annual HOA meeting in November,
- prepare files for CPA and mail taxes upon completion,
- prepare 1099's for vendors as needed; file 1099's and 1096 annually,
- complete DORA registration annually each April (expires in May),
- Communicate with real estate agents when houses close

This is a paid position-\$500 per month. We need to fill this position quickly. Please contact the board at [info@summerlanevillage.com](mailto:info@summerlanevillage.com) if you are interested in the job, have any questions, or would like to recommend someone for the job.

## Welcome our new Vice President

The Board would like to welcome David Martinez as our interim Vice President. David has stepped up to fill the position vacated when Jeanine Schmalz stepped down. David and his wife Jean have been residents of our community since January 2007. The Board looks forward to working with David!

## Dog Rule Reminders

- The Rules of Summerlane Village require all pets to be on a leash while on the common grounds. This is not only a community rule, but a City of Littleton Law. Please keep your pets on a leash while outside your home. And if you see someone letting their pet off leash, contact the Jefferson County Sheriff's Department.
- All pet owners are REQUIRED to pick up their pet waste immediately. This is becoming a growing problem along the common area trail. In an effort to allow all residents to enjoy our grounds, please be a responsible pet owner and pick up after your pet. There are pet waste bag stations located through out the property, although pet owners should be responsible for the disposal of their own pets waste.
- Please make sure that your pet is not allowed to make excessive noise. This can become a nuisance to neighboring homes and is a violation of the covenants. Please do your part to not allow your dogs to bark or whine excessively in the community.

**Summerlane Village  
HOA**

---

P.O. Box 620895

Littleton, CO 80123

E-mail:  
info@summerlanevillage.com



---

**Save the Date!!!**



**Get out your cal-  
endars!!**

- Spring Walk through-  
June 16th-23rd
- Homeowners Education  
Class-June 25th
- Community Motorcycle  
Ride-July 14th

- Summerlane Village Golf Day-September  
28th

More information will be posted on the website  
at

[www.summerlanevillage.com](http://www.summerlanevillage.com)

Keep checking back for more information!!!

---