



2016 ANNUAL COMMUNICATION

For: Homeowners in the Orchard Subdivision

From: The Board of Directors

This communication is provided on an annual basis to provide important information to those homeowners in the Orchard Subdivision. If you have questions or need further information on items included in this communication, please do not hesitate to reach out to any member of the board; their contact information is listed below. Subjects covered in this communication are:

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1. Directors and Officers

At the annual organizational meeting of the Board held January 21, 2016, the Board elected the following officers. At the annual homeowners meeting on December 07, 2015 the association elected to new board members who are now serving as well. Board of Directors and officers:

<u>Office</u>	<u>Name</u>	<u>Address</u>	<u>Phone No.</u>	<u>Email Address</u>
President	Justice Keller	14213 W 45 th Place	303.815.2502	President@orchardhoa.org
Vice President	Mary Parsley	14180 W 44 th Place	806.223.9501	VicePresident@orchardhoa.org
Secretary/Treasurer	Bill Brown	14170 W 44 th Place	303.324.3020	Secretary@orchardhoa.org
Board Member	Leslie Rutherford	4608 Fig Street	303.810.5276	leslier312@gmail.com
Board Member	Tim Raub	4618 Fig Street	303.882.5774	tjraub@hotmail.com

2. Design Review Committee

The Orchard is a covenant-controlled community. The covenants are a permanent part of your property record, and govern exterior improvements to your property for the benefit and protection of all homeowners. The Design Review Committee is the only standing committee of the Association. It is charged with enforcement of the covenants that were approved and filed with Jefferson County when the subdivision was first developed.

The board appointed three persons to the Design Review Committee to include homeowners Ron Blair, 4529 Fig Street and Greg Miller, 4639 Fig Street and Allen Rutherford, 4608 Fig Street.

Please submit your planned improvements to a member of the Design Review Committee at Design@orchardhoa.org; before you begin any work. Your plans and actual work must be reviewed and approved for compliance with the associations covenants. Approval by the Committee does not constitute a “permit”, which would otherwise be required by Jefferson County.

3. Reserve Study Information

A reserve study is a structured review of the assets of the association and an assessment of replacement reserves that may be needed to meet our financial obligations to replace or refurbish assets, beyond maintenance inclusions in the annual budgets.

This year we are conducting our first reserve study and we are asking for volunteers to serve on the study committee. Please reach out to Justice Keller (Board President) at 303.815.2502 by **Friday, April 08, 2016** if you are interested in serving on the committee that will assist in the completion of a reserve study.

4. Association Property

Your Association owns certain physical assets including:

- The fence (on common areas and homeowner lots) that make up the perimeter of the subdivision. Maintenance of the perimeter fence is the responsibility of the Association. Notify us immediately by e-mail at FenceRepair@orchardhoa.org for any damage to any perimeter fence.
- Four parcels of common area, consisting of the detention pond behind the mail boxes, the emergency access area (fire lane) on 46th Avenue, and the areas of the entry sign walls on either side of Fig Street at 44th Avenue.

5. Homeowners Directory

The Association periodically publishes a directory of homeowners. Inclusion of personal information, such as phone, e-mail, family members and interests is entirely voluntary. There is a Directory Update Form located on the Documents Tab of the Orchard website if you need to make edits to your contact information. Return the form to any member of the Board. You can also reach out to any member of the Board to request an updated copy of the Directory.

6. Orchard Web Site

The Association maintains the website www.orchardhoa.org where you can find contact information for your Board of Directors as well as Meeting Minutes, Covenants, By-Laws, Area Maps and other pertinent information. We are constantly updating this website so if you have comments or suggestions e-mail those directly to President@orchard.hoa.org.

7. Annual Meeting of Homeowners – Scheduled for November 29, 2016

The annual meeting of homeowners is in November/December of each year. This is an opportunity to participate in the affairs of the Association vote on leadership, operations and financial matters. Special homeowner meetings may be called if the need arises.

8. Trash Services

Your annual fees cover the cost of Trash. Recycling is option, if you choose to participate in the recycling program this cost is included in your annual fee as well. The company that handles our trash service is Republic Services. If you need a trash or recycling receptacle please reach out to Republic Services directly, their contact information is below. Visit our website for more information on acceptable bins as well as holiday pickup days throughout the year.

Republic Services

8900 CO-93 Golden, CO 80403

(303)-279-9037