

# SunMarke Community Association

June 2009

Dear SunMarke Community Homeowner(s):

Please find below some information matters related to the SunMarke Community Association for your information.

**POOL KEYS REQUIRED FOR ACCESS TO POOL EFFECTIVE JULY 6, 2009:** Based on concerns expressed from several homeowners regarding the access procedure for the pool, the Association has decided it to be in the best interest of the community to only allow access into the pool area with a key issued by the Association to each homeowner in good standing with the Association. Enclosed with this letter please find a new pool registration form which will need to be completed and returned to the staff at the pool in order to receive a pool key for your household. ***Effective July 6, 2009, entry into the pool area will only be granted if you have a key.*** All owners who are current with their assessments and who have submitted the pool registration form to the staff at the pool will be issued a key. After July 6<sup>th</sup>, staff at the pool will be instructed to only allow those owners with keys into the pool area. If you lose your key, there will be a \$15 replacement fee.

**COMMUNITY SUMMER EVENT SCHEDULED:** Your AdHoc Advisory Committee has been hard at work planning a community summer event which will be held on August 1, 2009 at the pool/clubhouse. Plans are for a barbeque, pool games and a movie that will be displayed outdoors in the pool/clubhouse area. More details regarding the event will be sent out via the community E-News as it becomes available and posted at the mailbox message board signs. We hope you will be able to attend this exciting event!

**MESSAGE BOARD SIGNS:** The new message board signs have been installed at the three mailbox locations within the community and a fourth message board is planned for the SunMarke Station area. If you are interested in having information posted on the message boards in the community, please email your request and specific information you desire to have posted to PCMS at [jmoser@pcms.net](mailto:jmoser@pcms.net). Items posted will remain on the message boards for no more than two weeks, unless otherwise requested and approved. Please do not tape items to the outside of the message boards.


**COMMUNITY E-MAIL ADDRESS DATABASE:** We would like your e-mail address. A request is being made to all homeowners to please provide your e-mail address to the Association through our management company PCMS. Our goal will be to utilize this database to establish an additional communication line for various information. We would appreciate it if you would please send your contact e-mail address to [jmoser@pcms.net](mailto:jmoser@pcms.net).

**COMMUNITY CENTER RENTAL PROCESS:** While many homeowners have utilized the Community Center for personal events such as birthday or holiday parties, we wanted to remind the entire community that the center is available for rental by homeowners in good standing with the Association by contacting PCMS. The cost to use the center is \$65 if you plan to use the kitchen or \$45 without the kitchen and there is a refundable \$250 damage deposit which is returned to you if there is not any damage or clean up required at the center. All you need to do is contact Jessica at PCMS to check availability, complete the reservation agreement and submit back to our office along with two checks made payable to SunMarke Community Association. Please contact us if you have an interest in holding an event at the Community Center. The only event that is not permitted would be for business use where money is exchanged between parties. The maximum number of occupants is 75.

**PCMS OFFICE HOURS:**

Monday through Thursday from 8:00 a.m. to 4:30 p.m. and on Friday from 8:00 a.m. to 12:30 p.m. The office address is 7000 S. Yosemite Street, Suite 150, Englewood, CO 80112. Fax number is 303-224-0002 and the e-mail address is [jmoser@pcms.net](mailto:jmoser@pcms.net). If you have an after hours emergency, you may contact our main line at 303-224-0004 and an on call representative will be contacted to respond to your emergency.

Respectfully,



Jessica Moser

for the SunMarke Community Association, Inc.

Professionally Managed by PCMS