

**Sanctuary Condominiums
Condominium Association Meeting minutes
November 20, 2025, 3:00 pm
Location: 10512 Dove Chase Circle**

Attendees:

Joyce Freville, President; Patrick Craig, Treasurer; Evie Whitworth, Vice-President; Fred Andres, Director; Viola Williams, Secretary; Elgin Garrett, Mulloy Properties

Minutes from October 16, 2025 were approved.

FINANCIAL REPORT - Patrick Craig

The board discussed the rough numbers for the 2026 Budget, which remain fluid at this juncture, given a few remaining items brought up at the meeting that will need to be factored into the current numbers.

We did experience increased costs for 2026 from some vendors — specifically, Insurance, Property Management, Adams Landscaping, Irrigation Maintenance, Roofing Replacement & Maintenance, and Professional Fees (tax preparation). These items will be discussed in more detail at the annual meeting with the community.

We are currently taking a close look at all accounts and making every effort to minimize the impact of these cost increases.

MULLOY MANAGEMENT REPORT - Elgin Garrett**Gutters and Downspouts**

- 10505 — drainage issue **Action:** Completed, extender installed to reroute 10521 downspout
- 10519 — gutter between 10519 and 10521 possibly clogged **Action:** Work Order issued

Roofing

- 10404 — ceiling and wall damaged from leak **Action:** completed
- 10432 — loose boards under roof shingles **Action:** in progress
- 10527 — dry wall repair following previous leak **Action:** scheduled late November
- 10535 — roof leak **Action:** completed

Landscaping

- 10439 — Landscaping Request to trim HOA pear tree at owner expense **Action:** approved
- 10502 — dead bush in front **Action:** not part of original landscaping, owner responsibility, Mulloy to send followup letter.
- 10510 — mower damage **Action:** Mulloy will reevaluate with Adams Landscaping
- 10512 — asked Elgin to have the dining room window evaluated
- 10521 — 2 dogwoods, one dying/one needs trimming, owner responsibility **Action:** owner removed both
- 10523 — tree on roof and others in back need trimming **Action:** not original landscaping plants, owner responsibility, Mulloy to send followup letter

MSD Reforestation grant money — 18 of 19 trees have been planted. The remaining tree will be planted after the stump removal. Specific homeowners in those areas have volunteered to provide the appropriate watering for the newly planted trees.

Miscellaneous

- 10402 — seal broken in 1/2 round window **Action:** supplies in, vendor to schedule with owner
- 10421 — Rusting trim around front door **Action:** work order being issued
- 10423 — side kitchen window hit by rock and chipped now started to leak in between panes of glass **Action:** vendor to schedule with owner

- 10424 — need location of water shut off for plumbing work **Action:** Mulloy advised
- 10432 — possible foundation issues **Action:** normal exterior settling, to be addressed
- 10433 — water in front closet **Action:** outside solution completed
- 10442 — new area in basement needs checking **Action:** Aqua Lock evaluated, Mulloy to review options with owner

Common Areas and Limited Common Areas:

- Mike Smith volunteered his time to paint and, in some cases repair, the Sanctuary mailboxes. Be sure to thank him when you see him. The Sanctuary Association will cover all expenses.
- GFI plug at front entrance repaired but no power to area — work order issued.

COMMUNITY Notices:

- Mulloy sent reminder letters to 4 homeowners with expiring insurance.

REMINDERS TO RESIDENTS

To avoid freezing pipes, turn off outside faucet shut-off valve(s), disconnect hose, and drain the outside faucets. Some people also use an insulated cover for their outside faucets and move their hose to an inside location away from the freezing temperatures to keep it in good condition.

As an added safety measure at night, not only for your home, but also for those walking or driving, many residents have switched to “dawn to dusk” outdoor LED bulbs. When using LED bulbs, you don’t have to remember to turn lights on and off and you don’t drive up your electricity bill. You may want to consider purchasing them if you don’t have them already. They cost \$10 each at Lowe’s.

REZONING:

As communicated previously regarding the Mattingly Townhomes, 1024 & 1110 Watterson Trail, Case # 25-ZONE-0080, the Planning Commission has approved and recommended that the Middletown City Council Approve or Deny the change in Zoning from R-4 Single-Family Residential to R-5A Multi-Family Residential. We are encouraged that a number of residents in the Sanctuary have written letters and are convinced it has had a impact on the shaping of the details surrounding this new residential community.

Middletown City Council will hold public meetings to review the Mattingly Townhomes proposal. Anyone wishing to speak must sign up as they arrive at the meeting. Middletown meets twice a month, often the first and 4th Thursday of the month but sometimes it changes. Viola was told she would be notified when the Mattingly Townhomes will be reviewed. The date and the agenda is posted noon the day before the meeting, so we will send an email as soon as we know. We just want to let everyone know that the notice time will be short. If you would like to check their website on your own, it is: www.cityofmiddletownky.org. Once at the website, click Government, then Agendas & Minutes.

Next Sanctuary Board Meeting: Tuesday, December 16, 3:00 pm, at Viola’s house (10439)

Meeting Adjourned: 5:00 pm

Submitted by Viola Williams