

Sanctuary Condominiums
Condominium Association Meeting minutes
July 16, 2026, 3:00 pm
Location: 10439 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 June 18, 2026, were approved.

FINANCIAL REPORT - Patrick Craig

Homeowners should receive their voucher for payment of the Special Assessment via USPS the week of July 20. If you have questions regarding how to pay your assessment, please contact the Mulloy Properties Bookkeeping Department at 502-618-5900. As you will recall from the Annual Meeting, residents approved that this Special Assessment would be used to address some of the Sanctuary's more immediate issues facing us in 2026: power washing the gutters, removing dead Junipers, and trimming Bradford Pear trees. Also as agreed at the Annual Meeting, the Board is working with Mulloy Properties to review what we might do regarding a dues increase for the coming year.

Roofs for three buildings (6 condominium units) were completed in June — the cost of which will significantly reduce the Reserve. (As a reminder, the Sanctuary community established the Reserve to primarily fund the roofing project, but it also serves as money that would be used in case of a catastrophic event.) We expect the Reserve fund to recover somewhat from withdrawals for the new roofs and expect it to be about \$69,760 by year end — recovering some at the end of each month as money is added from dues collected.

At the Annual Meeting, we reviewed the areas of the budget already underwater, primarily due to the windstorm early in the year. For the balance of this year, we will work to avoid the possibility of taking money from the reserve at the end of 2026 to cover any overage by limiting spending to items that we absolutely have to cover. This action will allow us to potentially save funding in other budget categories in order to keep as much as possible in our Reserve fund.

The complete Financial report for June, 2026, is available on the Mulloy Properties website, www.mulloyproperties.com

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

- 10414 — new possible leak, front doorstep **Action:** Elgin discussed with owner, entered work order to check the drip from gutter.
- 10424 — pop-up valve broken **Action:** Repaired
- 10434 — Downspout on ground following storm **Action:** Reattached
- 10436 — water flowing over gutters **Action:** previously cleared, Elgin will have rechecked

Roofing

- 10400 — Ceiling repair from previous garage leak **Action:** homeowner confirmed no additional leaks, work order entered for related drywall repairs. Rescheduled by owner
- 10400 — leak in bedroom, along the crown molding **Action:** Rescheduled by owner
- 10418 — roof leak in foyer **Action:** repaired
- 10514 — water stain in bedroom **Action:** repaired
- 10523 — kitchen ceiling wet **Action:** repaired
- 10525 — ceiling stain on covered patio HOA responsibility **Action:** roof repair completed, after monitoring confirmed no further leaks with resident, updated work order to complete the Kilz of the area.

- 10527 — repairs following previous leak **Action:** Elgin to contact owner and confirm remaining inside and outside issues (drywall and flashing) from the original leak and schedule and monitor completion of the repairs. Some outside work performed, owner not available for inside work.

Landscaping

- 10404 — dead bush in front condo landscaping **Action:** completed
- 10519 — weed control issue **Action:** Adams does weed control and power seeding in fall so as not to kill the turf.
- 10436 — landscaping questions **Action:** Elgin discussed with owner and is notifying Adams Landscaping
- 10523 — tree on roof and others in back need trimming **Action:** Owner responsibility since this is not part of original landscaping. Elgin will continue trying to reach owner and will mail another copy of the landscaping guidelines for that unit.

Board Landscaping Report

We are focusing on fall — getting the front entrance ready with some additional fertilizing for the begonias and changing the potted plants for fall; removal of and replacement of shrubs/plants in front of a few additional condos; and fill in the 4 bare spots in the basin where trees were removed and add grass seed/hay. We evaluated bids for removal of the dead Blue Junipers and will be removing the dead ones. Reviewed estimates for and coordinated removal of the dead Pine Tree at the entrance fence line.

Miscellaneous

- 10410 — miscellaneous maintenance issues after move-in **Action:** work order issued to Adams, Board to review also.
- 10420 — dryer vent leaking after rain **Action:** owner responsible for repair of clogged dryer vent, HOA responsible for nail repairs on roof.
- 10421 — rusting trim around front door **Action:** sanded, needs to reapply with rust inhibitor primer, then finishing paint.
- 10423 — rusting trim around front door **Action:** sanded, needs to reapply with rust inhibitor primer, then finishing paint.
- 10423 — loose dislodged soffit siding, left side of unit **Action:** work order issued
- 10425 — possible underground leak **Action:** Elgin to followup with resident.
- 10428 — front double window (interior) doesn't come together so they can lock it.
Action: Elgin to follow up with resident and arrange repair if necessary.
- 10434 — inspection report issues **Action:** Items that are HOA responsibility have been approved and completed except for one — estimates have been reviewed and vendor has been selected for completion of that one issue.
- 10438 — owner requests to modify first level and lower level porches. **Action:** Approved
- 10439 — sprinkler head spraying into street **Action:** Repaired

Window Update: The current addresses that have been approved for window repairs are: 10402, 10418, 10423, 10425, 10433, 10434, 10512. Most issues are regarding broken seals. Contractor will coordinate with owners on installation as supplies arrive. Work to begin in the next 2 weeks.

Common Areas, Limited Common Areas, and areas not HOA:

- **FEMA grant** application for trees has been submitted for 2027
- Some boards in **Front Fence** need maintenance **Action:** work order issued
- 10436 reported **street light out** **Action:** Elgin notified LGE
- 10438 requested **stump removal** behind unit, evaluated to be MSD— Elgin notified MSD, who will evaluate within 7-10 business days.
- 10440 requested that Middletown remove the 2 **Speed Limit Signs** that they placed in the Sanctuary without authorization from the Board and they agreed; also requested that they replace with one at the entrance that will provide more pleasing curb appeal. **Action:** Board approved, will be coordinated with Middletown to implement.

- 10506 requested **tree removal** behind unit, determined to be MSD responsibility — Elgin notified MSD who will evaluate within 7-10 business days.
- **Dead Pine Tree** along fence line, left side of entrance **Action:** removed
- Dove Chase Circle **street repairs Action:** Elgin sent photos to and discussed with Middletown since they schedule repair of **potholes** — they will also evaluate street condition.
- Middletown Mayor and Fire Chief to evaluate **Sanctuary Fire Hydrants** to be painted and tested. **Action:** Board researching. Middletown agreed to painting, testing still under review.
- **GFI plug** at front entrance replaced in January **Action:** additional work needed, not working
- Final **mailbox repairs/replacements** are in progress.

Community Notice — Dryer Vents

It has come to our attention that recently a resident has had a clogged/malfunctioning dryer vent which resulted in water leakage. It is important that all **dryer vents** be checked/cleaned every few years — this also prevents dryer fires.

Provided there is sufficient interest, the Board will contact Dryer Vent Squad to obtain a discount for the Sanctuary. This would be an owner paid option. Email Joyce Freville, jsfreville@gmail.com, by August 3, letting her know of your interest. Once we have more details, we will notify everyone.

Community Reminder — Parking

Letters have recently been sent to 3 residences concerning vehicles **frequently parked overnight** in their driveway or visitor parking.

As a reminder, Elgin Garrett, Mulloy Properties shared with our community in his April 8 email that authorities are seeing an increase in armed suspects breaking into cars in the Middletown area. Criminals are targeting vehicles left outside, or in garages that have been left open. In addition to common break-ins targeting valuables, they will photograph the VIN number of a car, program a key fob with the information, and return on a subsequent night to steal the car.

Apparently, the trend is continuing...the LexisNexis Community Crime Map for July 16 and 17, showed there were “12 Burglary from Motor Vehicles” and “1 Motor Vehicle Theft” within 5 miles of Dove Chase Circle (4 of which were less than 1 mile away). Therefore, we believe it appropriate to remind the Sanctuary Community of rules pertaining to Parking which can be found in the Sanctuary Condominiums Rules & Regulations document, Item (D) and the Sanctuary General Information. Following is a summary:

- “All vehicles owned or operated by owners or residents shall be routinely parked in the garage of the unit owner.”
- Owners may provide “a written request for a waiver of parking rules with supporting reasons” by submitting a Parking Variance Form to Mulloy Properties.
- “In no event may a resident, resident’s family members, or guests park overnight along the streets of the subdivision.”
- “When it is necessary to park a car(s) on the street during the day, they should be parked along the outside of the circle to allow for emergency equipment and other vehicles to pass safely. Parking in a manner which blocks driveways, mailboxes or trash collection is not permitted.” The four Guest parking areas located on the inner circle, should be utilized first before parking on the street. (Residents may not use Visitor Parking spaces for their extra vehicles.)

Next Sanctuary Board Meeting: Thursday, August 20, 3:00 pm, at Fred Andres’ house (10423)

Meeting Adjourned: 5:15 pm

Submitted by Viola Williams