



**Dear New Residents and Tenants,**

**Welcome to Spring Bay Cove!**

On behalf of your Homeowner's Association we would like to welcome you to our community. In addition, we would like to take this opportunity to provide you with information which is important to have as a property owner here at Spring Bay Cove.

### **Governing Documents**

As part of your escrow closing, you should have received copies of your governing documents. If you have misplaced or simply need additional copies you will find them on **SRKResidentialcommunities.com**. Making major changes to the exterior of your home including painting, replacing or repairing over 25% of your roof, making major changes to your landscaping, or structural changes to your interior, requires the approval by the volunteer group of your Board of Directors. **Forms for these changes are available on our website.**

### **Homeowner Association Fees**

All property owners at Spring Bay Cove are required to pay homeowner's fees. The fees are currently \$475 per month which are billed and collected by our property management firm, SRK Residential Communities. These association fees are used to maintain, repair and replace common areas, maintain the pool, roadways, water, irrigation, electricity, the privacy gate, insurance, management expenses and appropriate reserves. Coupon books are mailed annually and are due on the 1st day of each quarter. Balances outstanding more than 15 days are assessed a late fee of \$25 plus interest. Please refer to your coupon book for more details.

### **Board Meetings**

Your Board of Directors consists of three volunteer property owners and reassigned annually. You will be notified by mail when board meetings are scheduled.

### **Trash Collection**

Collection for garbage is on Tuesdays and Fridays please do not park your vehicle in spaces across from the dumpster those mornings to allow for truck clearance. Please deposit your trash in the bin and close the access door every time to prevent pests from climbing in. Items too large

to fit in the trash receptacle need to be disposed of by the individual homeowner as the waste management company will not pick up items that do not fit into the receptacle. Trash receptacle is intended for household trash only, not renovation or construction debris.

## **Pool**

Please be advised that there is not a life guard on duty. Please exercise caution when enjoying the pool. The pool can be enjoyed from dawn to dusk in day light hours for safety reasons. The restrooms are kept locked when pool is not in use to ensure uninvited guests do not enter. Restroom keys should be obtained from the previous owner/tenant. The pool is cleaned and tested 3 times a week, as required for commercial pools, by the pool service contracted by the Board of Directors. Pool deck furniture is paid from the homeowner's association fees they belong to the community. Please do not remove the patio furniture. Please help us keep the pool area clean and remember to take your personal belongings and dispose of your trash accordingly.

## **Pool House**

The pool house is available for community and personal events and activities. Neighbors holding the event/activity are responsible to clean up after and have the pool house ready for the next event. Please be considerate of your neighbors and be mindful of noise after 9 pm.

## **Good Neighbors**

Recommendations concerning community values.

- The entry/exit gate is timed for only one (1) vehicle at a time. Please provide delivery truck drivers with gate clearance information as larger vehicles may be too big to access the gate. There is limited space for large delivery trucks to turn around once in the neighborhood. When you are expecting a delivery, please advise the truck driver assess our property limitations before they enter the Community.
- The Speed limit in the community is 5 MPH. Please watch out for walkers, joggers, children, pets and wildlife.
- Please update your resident information form including e-mail address.
- Please keep any trees in your backyard trimmed to prevent damage to roof and gutters.
- Per Orange County ordinance please keep your pets on leashes and pick up after them. Pets are not allowed on the lake front portion of the property to prevent water contamination and disturbing the wildlife.
- Please park vehicles in designated spaces to allow emergency vehicle access through the community.
- Mail box keys are not provided to the association and must be obtained from previous owner/tenants or the post office with proof of ownership/lease.

**Thank you from your Board of Directors!**

*Mary Spielvogel, Laura Bridges and Susan Golinsky*