



**Spring Valley Lake Association**  
Administrative Monthly Report  
Board of Director's Regular Meeting  
September 26, 2017

- Budget Disclosure Packets are scheduled for mailing by September 29<sup>th</sup>.
- All Tenant Members must reapply for the new fiscal year. Membership expires October 31, 2017. Applications must be submitted for approval.
- Just a reminder: Any changes, updates, additions to your property or exterior of your home must have Architectural Committee Approval. Fines will be issued for any projects without approval. All the information to apply for approval can be found on the web-site or call the Association Office. The new Architectural Guidelines became effective August 1, 2017.
- The association web-site has a lot of information. You will be able to answer many of your questions, find all the governing documents, and the newest happening in the community. There is a tab titled "I want to...", when you click on that tab you will find a large amount of information.
- Sign-up for e-blasts; contact the association office to sign-up. All we need is your email address. A lot of information is communicated through emails. You also will find information about the association on our web-site, the association face-book page, the Breeze and bulletin boards through-out the community.
- Always have your membership card with you when you are on association property.
- Pet tags are issued at the Association Office and at Public Safety. The tags are free. Keep contact information up to date.
- Please let the association know if you change your phone number. If there is an emergency we need to have a way to contact you. Also contact the association if you change your mailing address.
- Garage/Yard Sale Permits are issued and monitored by Public Safety. Public Safety issues the permits; they are located in the Community Building on Rolling Ridge Drive. Each property is allowed 4 yard/garage sales each year. They must be 30 days apart and can be up to a 3 day consecutive duration.

Best Regards,

Jeanene Beam

Director of Admin & HR