

# **THE ISLANDS AT SPRINGS RANCH**

## **INFORMATION SHEET (1/08)**

---

**PROPERTY MANAGEMENT:** Z & R Property Management is the company responsible for the management of The Islands at Springs Ranch HOA. If you are not sure about whom to call or how to handle a problem, contact Z & R. The number is 594-0506. All correspondence, **not payments**, should be mailed to: Board of Directors, c/o Z & R Property Management, 6015 Lehman Drive, Suite 205, Colo. Spgs. CO 80918. Emails may be sent to Linnea@zandrmgmt.com.

**LANDSCAPING:** Robertson's Landscaping provides the lawn care and snow removal for the complex. Snow removal from driveways and community sidewalks (commences after accumulations of 4" or more). NOTE: Removal of snow and ice from private walkways (i.e., between the driveway and the residential entrance or side door) is the responsibility of the individual homeowner.

**TRASH PICKUP:** Bestway Disposal provides the trash service for the complex and will supply the 64 gallon cart on wheels for your trash. Recycling is picked up every week on Friday's the same day as your trash. If you would like additional information on the recycling program, please call Bestway Disposal at 633-8709.

**DUES:** The dues for The Islands at Springs Ranch HOA are \$225.00 per month. Dues are due on the first of the month and delinquent after the 10<sup>th</sup> day of each month. A coupon booklet & mailing labels will be sent to you the month after you close on your property. Make your check payable to **Islands at Springs Ranch HOA** and mail all payments to: **Dept. L.B. (Islands at Springs Ranch HOA), P.O. Box 35031, Colo. Spgs. CO. 80935**. If you have not received the coupon booklet within a month, please contact Z & R. The coupon booklet is only a helpful reminder of your dues. Not receiving the coupon booklet from Z & R **will not** exempt you from Association late fees if payments are not received. Dues may be paid using automatic withdrawal from your bank account. You will need to complete a form issued by Z & R Property Management to initiate the bank transaction.

**INSURANCE:** Van Gilder Insurance is the insurance company for The Islands at Springs Ranch. The agent is Andy Cobb and he can be reached at 634-8807. Claims or questions on the Association's property and liability insurance policy should be called directly to Mr. Cobb.

**EXTERNAL MAINTENANCE:** The Association shall maintain and care for the exterior of all completed units, including painting, roofs, gutters, downspouts, mowing, fertilization and sprinkler repair, replace, (excluding windows, doors, screens and pest control) maintain and care for the approved perimeter fencing, snow removal from the driveways and front yard curb-side sidewalks (excluding windows, doors, screens and pest control). (Owner is responsible for clearing snow from sidewalks to front doors, side doors). Note: landscape maintenance is not provided for any enclosed area (i.e., within fences or walls attached to individual units).

**PARKING:** No motor vehicles owned, leased, rented or used by Owners or Related Users shall be parked overnight on any street within the Community Area. Motor vehicles may only be parked in any portion of the Community Area designated and intended for the parking of motor vehicles and in garages and on driveways.

**ARCHITECTURAL CONTROL:** No changes to the exterior of any building are allowed without first obtaining written approval of the Architectural Control Committee. (Installation of satellite dishes must be approved by the Board prior to their installation.). Send requested changes to Z & R and they will be taken to the next scheduled meeting. (Homeowners just like you) You will receive a response to your request within 30 days.

**PET CONTROL:** Pets outside the unit must be on a physical leash at all times, NO EXCEPTIONS.. The person in control of the animal must be prepared to clean up after the pet immediately. An owner will be fined for not complying with the pet rules. Tethering of pets is strictly prohibited. Two pets shall be permitted, fifty (50) pounds maximum weight each.

**UTILITY EMERGENCIES:** Emergency numbers for Utility problems that occur after business hours are:

<b>Gas</b>	<b>520-0100</b>
<b>Water</b>	<b>448-4200</b>
Electricity	448-4811