Did You Know?

Your board worked with the city to obtain a $4500 Grant that enabled us to plant trees, shrubs and some bushes along the edges of the detention ponds!

We (Karen Kruse and Dan Whitmarsh are finalizing the paperwork) are applying again this year with the goal of adding park benches, improving drainage, adding new mulch in the Spring Gulch Greenway, and possibly reseeding the detention ponds. If you have any ideas or would like to volunteer to help, we would welcome your efforts!

By paying your association fees in a timely manner, you actually save the association (yourselves) money! When we have to send second notices, you pay for the stamps and the administrative costs! Please send your annual dues promptly! If you did not receive your notice, let us know ASAP!

HOA Website

Our address is www.foxcreekfarm.org; all of the board members phone #’s and e-mail addresses are listed. Contact information for Management Specialists is on the website and in the FOX CREEK FARM HOA NEWSLETTER. We welcome your input and we would appreciate ideas and solutions for any problems you perceive in our neighborhood!

Neighborhood News!

Thanks again for the festive appearance of Fox Creek Farms. Although few turned out for the Christmas Party on December 19th, it was a good time! Also, the residents of 1510 Cedarwood Drive won the decorating contest! Lots of beautiful homes, so it was not easy contest! Congratulations!

Contact Us!

Daniel Whitmarsh 303-772-3584
dan@foxcreekfarm.org

Karen Kruse 303-772-6848
karen@foxcreekfarm.org

Mike Monticello 303-682-0680
mike@foxcreekfarm.org

Jim Armstrong 303-772-4027
jim@foxcreekfarm.org

Susan Zwiebel 303-678-1470
susan@foxcreekfarm.org

Management Specialist 1-888-420-4433 X304
Sharon Riggert
SRiggert@ManagementSpecialists.com

Coming Events

Budget Ratification Meeting
Feb 13th, Skyline High School Library (upstairs)
from 7:30 pm to 8:30 pm

Your Board

Special thanks to Dan Whitmarsh for adding mulch to our new trees (and the old) at the detention ponds and Spring Gulch. We all appreciate your efforts! The board has made a special effort to keep the homeowners fees at last year’s level. Help us keep the costs down by abiding by the covenants and bylaws! We appreciate your help!
What's the Buzz?

Graffiti and Mail Problems!

We have noticed the graffiti on the light posts and mailboxes. We are attempting to get the postal service and the city to clean or paint the affected areas.

The City of Longmont has a program in place to deal with unsightly graffiti in the community. This program is known as the “G.E.A.R.” program which stands for Graffiti Eradication and Abatement Response. The program is operated jointly with the City of Longmont Police, Code Enforcement, and Probation Departments. Effective August 1, 2002, the City of Longmont Code Enforcement and the Longmont Police Department are enforcing the City Graffiti Ordinance and operating the G.E.A.R. (Graffiti Eradication Abatement Response) program to reflect this ordinance.

As written in the Ordinance, it is the property owner's responsibility to clean up the graffiti on his/her own property unless they meet the criteria of being a senior citizen, handicapped, or financially unable to afford the clean up on their own. Code Enforcement will NOT respond to any “in progress” graffiti calls--these reports should be given to the Longmont Police Department at 303 - 651 - 8555. Code Enforcement may be reached at 303 - 651 - 8695 or 303 - 651 - 8321. The G.E.A.R. (Graffiti Eradication and Abatement Response) program will respond to referrals from Code Enforcement in order to assist those individuals that are senior citizens, handicapped, or those who meet financial need criteria.

Mail Delivery Problems

The following was sent to the board from a homeowner in response to the mail delivery article in the December newsletter.

Continued in next column

I personally have been complaining about the mis-delivery of mail for more than a year.

I called and spoke with the supervisor for mail delivery for the East end of Cedarwood Drive and was told that substitutes were delivering on the day I received mis-delivered mail. I informed the supervisor that I would hold the mis-delivered mail until a USPS employee, with proper identification, came to my house to collect the mail. I was told that if I did this, I would be guilty of delaying the delivery of the mail and that the situation would be turned over to the postal inspector.

I do encourage all residents to do the following:

1. Call the local post office and find out who is the delivery supervisor for their neighborhood.
2. Notify the supervisor EVERY time mis-delivered mail is received and include the day it was received.
3. Make reasonable effort to return the mis-delivered mail by either delivering the mail to the proper residence or putting the mail in the "outgoing mail" slot in their community box for re-delivery to the correct address by the post office (of course this too delays delivery of the mail).
4. No matter what the nature of the mis-delivered mail, every effort should be made to see that it is delivered - someone may be waiting for that all-important piece of "junk mail". Residents should NEVER throw mis-delivered mail away.
5. Keep a log every day mis-delivered mail is received and the day the supervisor is called.
6. If the delivery supervisor isn't informed of mis-delivery and the day it occurred, then the supervisor cannot identify the deficient sorter or carrier in order to make correction.
Maximize your resources for the greatest impact on your property value.

**2003 BOARD MEMBERS**

**President:**
Open

**Vice President:**
Acting President
Jim Armstrong
303.772.4027
jlaarmstrong@gowebway.com

**Secretary:**
Open

**Treasurer:**
Susan Zwiebel
303.678.1470
S_Zwiebel@msn.com

**Board Member At Large:**
Mark Finstrom
303.651.2364
mark_finstrom@yahoo.com

**Community Manager:**
Kathleen Lora
Loveland Office
(888) 420-4433 toll free, Ext. 304
(970) 635-0517 fax
klora@managementspecialists.com

**Summer Activity at Fox Creek Farm!**
On August 9th, the Community will gather for a cookout, games and kids activities. Stay tuned for more information.

**IMPACTING YOUR HOA**

Fox Creek Farm has unique and rewarding opportunities for residents. Have you been thinking of ways to get involved? Do you have a green thumb? Do you have an eye for construction? The HOA needs:

- Architectural Committee Members
- Landscape Committee Members
- Community Builders—Block Leaders

Members of the Architectural Committee review design information submitted by homeowners in response to the HOA covenant. Landscape Committee members influence the work on the detention ponds and other common areas, and help community members plan their landscape work. Finally, Community Builders should be outgoing, like to socialize, and good at bringing people together. They plan community events, such as block parties. Contact a board member for more information.

**QUORUM NOT MET FOR MARCH 2003 ELECTION**

An election for two new Board Members was to be held at the Annual Meeting, March 13, 2003. Quorum was not met at the meeting. Forty-seven (47) Proxy Ballots must be received to achieve the 10% quorum required by the Bylaws of the Association. Therefore, official NOTICE of a Mail-in Ballot is being sent by mail the week of June 22, 2003, to elect two Board Members for two years to fill the positions of Karen Kruse and Mike Monticello.

Please complete your ballot and return by mail to Community Manager, Kathleen Lora, 4204 N. Garfield Ave., Loveland, CO 80538, by midnight, Monday, July 7, 2003. Enclosed with the official mail-in ballot will be information on Brian Woodward, Matt Maxfield and Mark Glorioso, homeowner candidates who have an expressed interest in being a board member or NGLA Representative. The ballot is set up to vote for two candidates and for “write-in” candidates.

**OFFICIAL FCF MASTER ASSOCIATION’S NGLA REPRESENTATIVE**

Rich Accountius, retiring FCF Master Association, Inc.’s Neighborhood Group Leaders’ Association NGLA representative as well as NGLA’s retiring President noted at the March Annual Meeting that Mike Monticello had been ‘appointed’ by the Board as FCF Master Association, Inc.’s NGLA Representative, but that an “official vote” is necessary to fill the position.

An oral vote was taken of the thirteen members present at the Annual Meeting to fill the vacant position. A quorum of 47 homeowners was not present at the meeting to hold an official election, and the official Annual Meeting Notice did not spell out an election for the NGLA Representative position; therefore, Mike’s position is considered a “temporary” appointment for the vacancy.

Write-in candidates, if desired, should provide their name on the Mail-in ballot, for the official election of Fox Creek Farm NGLA Representative for 2003. Two candidates, Matt Maxfield and Mike Monticello, are listed on the Mail-in ballot as are write-in opportunities.
Attention Fox Creek Animals!!

We are happy to have you a part of the Fox Creek Farm community! We can relate to the fact that you like to take walks through the neighborhood. Please remind your owner to pick up after you when you are out in public places. Perhaps they can carry a bag with them to pick up the doggie doo. Oh, and please, remember not to use the neighbor's lawn when you have to go! The City of Longmont does have a leash law, and homeowners should feel free to contact Animal Control.

Keep these things in mind as you consider your impact on FCF:

- We need more Board Members.
- We need Block Leaders.
- We need Architectural Committee Members.
- We need Landscape Committee Members.
- We need you to voice your concerns and issues.

Why Contact Board Members

When you contact a Board Member you are actively seeking to impact your neighborhood and this community. Your feedback does make a difference and without it the board cannot make decisions effectively on your behalf.

FOX CREEK FARM LEADERSHIP CHANGES WITH A NEW INSIGHT FOR THE FUTURE.

Fox Creek Farm is a unique neighborhood that all of us selected to live in. The Board of Directors serves as the business leadership for the Homeowners Association. Board members run for elected office and are voted on by you, the homeowners. Board members serve a two-year term that is staggered so that not all board members are new at any one time. Board members volunteer their time and efforts on behalf of the community.

This year is the first time, since the Association was founded, where all members of the Board will be new members within one calendar year. The Current board members are in the process of soliciting for new board members to fill the remaining vacancies. We are open to new ideas, and are driven to establish open lines of communication between the Board and the homeowners.

The Board responds to input from the homeowners and has the responsibility to manage developing contracts, fulfillment of services and follow-up in many areas of the association. This includes covenant enforcement, direction of the contracted management company, architectural design and landscaping committees and ensuring that the HOA meets its current and future financial obligations.

Homeowners are encouraged to become involved in the HOA. Voting for board members, either in person or by proxy, is an important way to ensure your voice is heard in the community. Serving on a committee or the Board, attending HOA monthly meetings, asking questions via the Website or by mail, and calling or writing to board members concerning your thoughts on the neighborhood are all ways to become involved in your HOA. The goal is to improve and maintain our neighborhood as a quality place to live. The new Board’s goal is to make us available to our neighbors and improve the response time to inquiries and the quality of life in our community.

The Board is searching for ways to improve communications with our Homeowners. The website and newsletter are undergoing needed updates (let’s just say “a wonderful makeover”). We are seeking better ways to improve communications, announcing meetings and responding to Homeowner issues. The immediate goals for the website and newsletters are to be current with fresh information and news to keep you informed on the neighborhood and HOA.

A proposal has been put forth to organize Block Leaders throughout the community who can canvas their immediate neighbors and bring forth their ideas to the Board. Block Leaders would also be able to quickly spread the word about important issues to the neighbors and homeowners in their area. A Block Leader organization makes certain the Board hears from all areas of the neighborhood and can focus on issues and opportunities to improve the quality of life in the HOA. It is proposed that Block Leaders would have between 10 to 15 homes that they are in communication with. Block Leaders are volunteers who are investing their time into our community.

If you are interested in becoming a Block Leader, committee member or Board Member please contact us via the website or by phone. We look forward to hearing from you!

For The Board, Jim Armstrong, Vice President, FCF HOA
THANK YOU TO MIKE, KAREN & DAN

The Board of Directors wishes to thank retiring Board Members Karen Kruse and Mike Monticello for their dedication, hard work and devotion to the homeowners in FCF. Joining Karen and Mike in leaving the Board is Dan Whitmarsh, President of the Board. Dan has left Colorado to pursue employment in San Diego. Dan’s drive and interest in the Association will be missed by all. Dan, Mike and Karen all gave uncounted hours of volunteer work to the association to better the quality of life in our community.

Email Addresses?

Do you have an email address? If so, we would like to contact you via email to continue our commitment of lowering expenses. By providing us your email, we will be able to provide you timely information, reduce costs and keep you informed.

WE PROMISE, we will not give out homeowner email addresses to anyone and all correspondence will be sent to an account name that does not divulge your address. Furthermore, only a Board Member will be allowed to email to the FCF homeowner’s list.

Your Board Members will be visiting each household this summer and we would like you to sign up when they stop at your house. Thank you for keeping our cost down.

NEWS FOR THE NEIGHBORHOOD

The City is moving forward on a new park to be located near Fall River Elementary School. Mr. Doug Brown, Longmont City Council Member, stated last week that the City has begun the process to acquire the land. The Parks & Recreation Commission is reviewing park design proposals and will through a series of neighborhood meetings discuss qualified proposals to gain input and determine the final design. FCF HOA will make sure that our homeowners are aware of these meetings so anyone may attend. The quest for this park is to hold the record for the largest single park with community input, comment and turnout to obtain a park in Longmont’s history.

The Longmont Police Department held a neighborhood meeting at Fall River Elementary School on May 1st. This meeting was an opportunity for “Officers of Beat 7” to talk with neighbors within their beat and pass on important information. All four beat officers and their Sgt. were present at the meeting along with Kay Armstrong from the Community Services unit. 58 residents of the beat were present. The beat covers areas outside of Fox Creek Farm HOA, however our residents made up the largest portion of the residents in attendance. Information was shared on protecting your property from theft & vandalism, importance of neighbor-to-neighbor communication and being watchful. The Officers pointed out that our neighborhood & FCF HOA enjoys a relative safe and peaceful area. However, they pointed out that there is an increase in break-ins, car vandalism and neighborhood noise & nuisance issues. Sgt. Campbell recommended staying alert, being watchful for things that seem out of place, locking cars, parking cars in garages or drives, securing garages and keeping valuables locked away in the yard. Mrs. Armstrong spoke about programs to assist neighborhoods with “Neighborhood Watch” and radar patrol. A key area of discussion was Fall River Elementary School, Deerwood traffic (speed issues) and lack of traffic signs & signals near the school. City Council member, Doug Brown was present and asked a lot of questions on this issue. He has promised to address the issue with city and traffic mitigation staff. Jim Armstrong, Vice President, FCF HOA spoke to the issues of speed on Deerwood, the morning & afternoon traffic impact of Fall River Elementary School on Deerwood and to the surrounding FCF HOA neighborhood. The beat officers have increased traffic watch on Deerwood and arranged for additional radar trailers to be used throughout Deerwood to slow down traffic. Doug Brown will be communicating with the Traffic Mitigation Department and contacting FCF and other HOA Boards along the Deerwood corridor to devise a plan that improves traffic conditions.

Fox Creek Farm HOA placed in the top ten neighborhood grant projects presented to Longmont’s Neighborhood Group Leaders Association (NGLA). NGLA will be recommending to Longmont’s City Council that the top ten projects be granted their funding requests for this year. FCF HOA’s grant would be used to continue to improve our neighborhood’s landscaping improvements. The Board submitted a grant request last fall. This is the second year in a row that FCF has received a matching grant from the city. A big thank you goes out to current & past board members for obtaining these grants. Karen Kruse deserves special recognition for preparing the request for this years grant. Karen’s term as a Board Member & FCF HOA’s Treasurer ended in March of this year. Rick Accountius, FCF HOA’s NGLA representative ended his term in March. Rick has made sure that FCF HOA was able to take advantage of potential grants to save money for the HOA while improving our quality of life. Mike Monticello is temporarily replacing Rick as FCF HOA’s primary representative to NGLA and presented our application to the 50 communities of Longmont that comprises NGLA. Thank you Karen, Rick, Mike and Board members who have worked on these projects! The Board wishes to thank all homeowners who responded to the board’s surveys regarding landscaping options.

For The Board, Jim Armstrong, Vice President, FCF HOA

© 2003 FCF HOA 3 of 4
Are you having trouble receiving your U. S. Mail?

Homeowners at FCF are encouraged to contact the Post Office, in writing, with reference to extremely late or non-delivery of mail. The rural delivery contact for FCF HOA is Ms. Denise Parisi, Supervisor—Customer Service, U. S. Postal Service, 201 Coffman St., Longmont, CO 80501-9998. She is willing to speak with homeowners to answer their individual questions. If you wish to contact her by phone, the number is 303-776-2387.

Fox Creek Farm Board of Directors Monthly Meetings

The Association’s Board of Directors meets each month, the second Thursday, at Fire Station #3, 1000 Pace Street, 6:30 p.m.

If you have homeowner suggestions, concerns and Board action requests for review at a monthly meeting, please contact Kathleen Lora, Community Manager. All requests must be in writing, signed and dated, and can be sent to Kathleen at Management Specialists, 4204 N. Garfield, Loveland, CO 80538 or email klora@managementspecialists.com.

Please submit your requests at the beginning of the month, this allows processing time before the Board members are presented with the information for review and consideration. The Board looks forward to seeing homeowners at their meetings.

GET TO KNOW YOUR BOARD

Change is in the air. Three members have left the board as terms expired and due to relocation. To help you get to know your current board, we have inserted bios for each member and their comments on being able to serve all of us.

WELCOME, Mark Finstrom as a new member to the Fox Creek Farm Board

The Fox Creek Farm Homeowners Association Board of Directors announces the appointment of Mr. Mark Finstrom to the Board to fulfill the unexpired term of Dan Whitmarsh. Mark brings a refreshing drive and interest to the Board as a new homeowner in our neighborhood. Mark is experienced in working on Boards and his vast business experience has added to the Board’s depth of leadership. Mark is helping evolve our direction in communications and support for the Homeowners. Please join us in welcoming Mark to our community and to the Board of Directors.

Your Vice President (Acting President), Jim Armstrong

Jim Armstrong, his wife Kay and their daughters Lili & Jennifer moved here from Colorado Springs in August 2000. Jim & his family were attracted to FCF HOA because of its neighborhood setting, yards, covenants and beauty. Jim has completed his first year as a Board Member in March 2003 and is currently Vice President of the Association. Jim's professional background is in management, management, purchasing and operations. He is currently a Director for a Non-Profit and manages their business operations in the Denver area.

Jim has served as a Vice President, General Manager and Director for several Fortune Five Hundred divisions including Outboard Marine Corporation, Cessna Aircraft Company and W.R. Grace. Prior to moving to Longmont Jim was the Director of Licensing & Merchandising for The United States Air Force Academy. Jim has completed community leadership training in Colorado Springs (Leadership 2000) and Longmont’s Neighborhood Group Leaders Association Leader Training. Jim serves as a Program Leader for NGLA’s 2003 Leader Training Program.

Your Treasurer, Susan Zwiebel

Susan moved to Colorado in 1980 as a new employee of the FAA, after serving a tour of duty with the U.S. Marine Corps as an Air Traffic Controller. Her career was shortened due to the PATCO Strike in 1981. She returned to her roots in accounting and later became a Certified Financial Planner. Susan helps individuals utilize their resources to meet their financial goals.

She sought a position with the board to hopefully have a positive impact on the HOA by examining costs, services, covenant enforcement and other duties of the board. So far, it has been an enlightening and fulfilling position.

Your Secretary, Vacant

Your Board Member At Large, Mark Finstrom

Mark, Christine and their children moved into FCF in November of 2002. Mark works for Boulder Valley School District in the Instructional Technologies Division. His experiences in operating personal businesses, working in corporate settings and his background in education environments lend well to his understanding of management and operations of the HOA as well as to building communications and community through interaction with peers, neighbors and businesses that service the FCF neighborhood.

Summer Activity at Fox Creek Farm!

On August 9th, the FCF Board of Directors would like to invite all FCF homeowners to a Community event, location and time to be determined, for a cookout, games and kids activities. Your board members secured an NGLA Grant from the city of Longmont to help pay for this event. Stay tuned for more information.
Maximize your resources for the greatest impact on your property value.

2003 BOARD MEMBERS

President
Mark Glorioso
303.776.8292
glorioso128@aol.com

Vice President
Jim Armstrong
303.772.4027
jlaarmstrong@gowebway.com

Treasurer
Susan Zwiebel
303.678.1470
S_Zwiebel@msn.com

Secretary
Mark Finstrom
303.651.2364
mark_finstrom@yahoo.com

Board Member At Large
Brian Woodward
brwdigsit@aol.com

NGLA Rep - Primary
Matt Maxfield
720.494.9149
mmaxfield@juicecoms.com

NGLA Rep - Alternate
Mike Monticello
303.682.0680
mikemont@televiso.com

Community Manager:
Lynelle Janicek
Loveland Office
4204 N. Garfield
Loveland, CO 80538-2220
(888) 420-4433 toll free
(970) 635-0517 fax
LJanicek@managementspecialists.com

ATTENTION ALL neighbors in Fox Creek Farm. For many of you this notice may seem trivial, but to others this notice only echoes your concerns over our individual and collective properties and the rising costs to maintain those properties. To the east, across from Spring Gulch, a Mixed Use Planned Unit Development (PUD-MU) has been presented to the City of Longmont. The plan consists of residential density at 4.18 dwelling units/acre and could rise to 11 dwellings/acre, according to zoning. The homes will be primarily single-family detached, with a potential for 20% duplexes, and was presented with an age restriction of 55 years and older.

There are NO plans for the Eastgate development to build a trail system on the east side of Spring Gulch; however, the developer plans to build foot bridges to access Fox Creek Farm property and Fox Creek’s foot path on the west side of Spring Gulch. Two bridges are proposed: one at Aspenwood Lane and the other at Cedarwood Drive. These two foot bridges will increase Fox Creek Farm expenses and ultimately cost each homeowner more in assessments and quality of life. You are highly encouraged to call City Council members regarding this planned development.

Julie Pirnack, Mayor
303.776.8018 (home)

Doug Brown, Council member, Ward I
303.772.4312 (home)

Greg Winger, Council member, Ward II
303.678.8464 (home)

Marty Block, Council member, Ward III
303.651.6654 (home)

Tom McCoy, Mayor Pro Tem, Council member At Large
303.776.3803 (home)

Fred Wilson, Council member At Large
303.772.4922 (home)

Roger Lange, Council member At Large
303.772.0065 (home)

Don Burchett, Senior Planner
303.651.8828 (work)

SUCCESS – Block Party

Can you imagine a better turnout than this year’s block party? Last year 36 people came to the block party. This year, over 300 people attended! Brats, hot dogs, chips, drinks and ice cream were available. We would like to thank the Burroughs family for donating chips and the various neighbors who monitored the Castle and Joust.

The pictures to the right were taken at the party. As you can see, neighbors had a good time together. The Board is now seeking volunteers for next year’s Block Party.

Two grants for $300.00 helped pay for this year’s party. A special thanks to Mark Hannon for his support and generosity. Mark provided the balloons and helped to pay for the DJ.
Why Contact Board Members?

When you contact a Board Member, you are actively seeking to impact your neighborhood and this association. Your feedback makes a difference, and without it the board cannot make effective decisions on your behalf.

Email Addresses

Do you have an email address? If so, we would like to contact you via email to continue our commitment of lowering expenses. By providing us your email, we will be able to provide you timely information, reduce costs and keep you informed. WE PROMISE, we will not give out homeowner email addresses to anyone, and all correspondence will be sent to an account name that does not divulge your address. Furthermore, only board members will be allowed to email Fox Creek Farm Homeowners.

Problems with your roof or driveway?

Please contact Management Specialist’s Loveland Office for a picture and documentation of the problem. We can’t guarantee replacement, but the BOD is seeking information on the severity of roof and driveway problems in the community.

School’s in Session

Please drive carefully—busses are driving through the neighborhood and kids are crossing the streets. You may want to consider a gift of school supplies or cash to the St. Vrain Valley School District.

Fall Holiday Party

The Board would like to invite all Fox Creek Farm residents to a community event in November. Your board secured an NGLA Grant from the city of Longmont to help pay for this event. Further details will be forthcoming.

Are you having trouble receiving mail?

Homeowners should contact the Post Office in writing regarding extremely late or undelivered mail. The rural delivery contact for FCF HOA is Ms. Denise Parisi, Supervisor, Customer Service, U. S. Postal Service, 201 Coffman Street, Longmont, CO 80501-9998. Ms. Parisi will speak with homeowners and answer their individual questions. You can reach her by phone at 303-776-2387.

FCF Board of Directors Monthly Meetings

The Association’s Board of Directors meets each month, the second Thursday, at Fire Station #3, 1000 Pace Street, 6:30p.m. Homeowners are welcome!

If you have suggestions, concerns or requests for review at a monthly meeting, contact Lynelle Janicek, Community Manager. Send your request in writing, signed and dated, to Lynelle at Management Specialists, 4204 N. Garfield, Loveland, CO 80538. Please submit your requests at the beginning of the month; this allows processing time before Board members are presented with the information. The Board looks forward to seeing homeowners at board meetings.

The Board wishes to thank Sharon Riggert, Management Specialists Community Manager, for her hard work and dedication to Fox Creek Farm over the years. We wish her well in her pursuits.

Design Review Questions and Answers

What is a Design Review?

- Design review is the power of the HOA to govern the exterior appearance of all properties in the community.

Where does this authority come from?

- The Declaration of Covenants, Conditions and Restrictions, which is a legal document recorded with the Boulder County Clerk & Recorder, signed by all FCF homeowners.

Requirements for Design Review Submission:

- Painting, landscaping, fencing, roofing, brick, building additions, patio covers or gazebos all require a Design Review Request (DRR).
- Any exterior improvement requires approval before work can commence.
- Forms may be obtained from Management Specialists, Inc.
- Forms will be placed in homeowners’ files for future reference.
- Failure to submit a DRR form is against HOA covenant documents.
- Questions – Call Lynelle Janicek at (888) 420-4433 toll free