

# Shadow Lake News

March / April 2005

## Special points of interest:

- If you are selling your unit, please note that there are specific guidelines as to where you may put your "for sale" sign. Please see your Reference Manual.
- Please make sure that you notify Towne Properties if you sell your unit.

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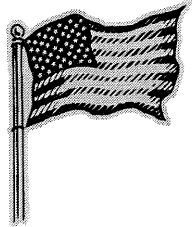


## Board Meeting Highlights

- The Board adopted a new yard/patio/walk light policy at the 1/25/05 board meeting. A copy of this policy is included with the newsletter. Please add this policy to your Reference Manual
- The Board approved an architectural application from a homeowner at 344 Shadow Ridge to install yard lights. The application was approved based on compliance with the new walk light policy as stated above.
- It was noted that the Environmental and Public Protection Cabinet is requiring the following work to be done around the lake:
  - 1-The Principal spillway inlet must be cleared and the area around the inlet repaired
  - 2-The lower half of the down stream slope needs to be mowed
  - 3-The pine tree near the crest of the dam needs to be removedManagement and Rick Brockell will work together in getting this accomplished
- It was noted that the clubhouse carpet needs to be cleaned. Rick Brockell indicated that he will have this done at no cost to the Association
- The Board approved to have the Clubhouse windows cleaned in the Spring
- It was noted that if anyone who detects the smell of sewer gas in the clubhouse call the Sanitation Dist as well as Towne Properties
- In Dec '04 the Board approved a three year paint contract with Hertenberg & Sons. However, the Board decided to pull the deck staining out of the contract and handle it as a separate issue
- The Board directed Management to obtain bids to clean and seal the remaining decks—this will include the floor, facing & posts with work to be complete by 5/31/05
- The Board was hopeful of a Spring visit from the Mayor, however, with scheduling issues it will be sometime after the pool opens. More details in the next newsletter

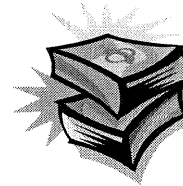
## Front Entry Flag

We are looking for a volunteer who is willing to take over maintaining the American Flag at the front entrance. If anyone would like more information or has an interest please contact Nancy Caywood at Towne Properties.



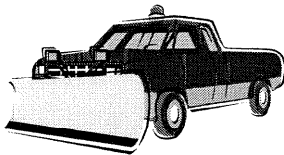
## Reference Manual / Homeowner Directory

Hopefully everyone has received the revised reference manual and a copy of the homeowner directory. However, if you have not received a copy please contact Sarah Reckers at Towne Properties.



## Snow Damage

Anyone who has detected lawn damage from the snow contractor over the winter, please contact either Nancy Caywood or Sarah Reckers at Towne Properties (859)291-5858 with the details.



## Deck Cleaning /Sealing

This Spring will complete the deck cleaning and sealing. For those of you who plan to handle your own deck(s) you will need to submit an Improvement Application and follow the approved deck policy in completing the work. A letter will soon be going out to those of you who still have decks to be done outlining all of the details.

## Guest Parking

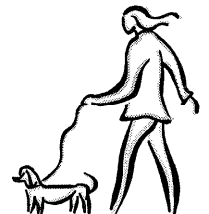
For those of our neighbors who have several vehicles, we request that you please park vehicles in your garage and driveways. By parking vehicles in driveways and garages, there will be guest parking available.



## Man's Best Friend

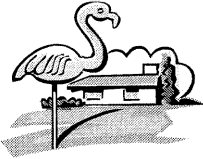
Pets are often "man's best friend" however, not the best of neighbors. Here in Shadow Lake we have only a few rules for pets and pet owners;

1. Pets must be on a hand held leash whenever outside (*this includes cats*)
2. Pet waste is to be picked up immediately (*even in the snow and rain*)



## Violations

Spring is just around the corner and we want to remind everyone of the following Lawn Ornament Policy:



“No lawn ornaments, flags, banners, or statues, may be placed in the planting (mulch) beds in front or in lawns in front or behind the unit. Seasonal items for decoration are permitted (Easter, Halloween, etcetera) as long as the decorations are put up no sooner than twenty-one (21) days prior to the holiday and removed seven (7) days following the holiday. Christmas decorations may be put on the Friday after Thanksgiving and removed by the Sunday after New Years Day. The Association and/or contractors working for the Association will not be responsible for damage to the decorations.”

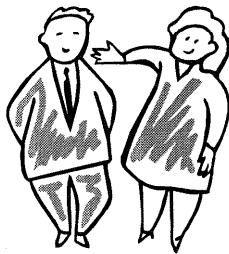
Please remember that an Improvement Application **MUST** be submitted prior to any outside additions or alterations. If you are in need of an application you may either contact Sarah Reckers at 859-291-5858.

We would like to extend our warmest  
welcome:

(1/18/05–3/15/05)

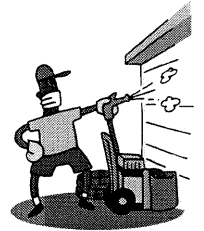
Larry & Pauline Risch

146 Hidden Ridge



## Improvement Applications

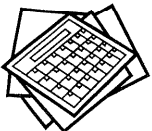
If you are planning an exterior improvement or modification, it is important that you submit an improvement application with specific drawings or pictures outlining your request. All exterior improvements or modifications are subject to Board approval. If you have already made an exterior improvement or modification and did not complete a form, please do so. Applications can be obtained from Sarah at Towne Properties. If you wish to have an application form emailed to you, contact [sarah@tp1.com](mailto:sarah@tp1.com).



## Clubhouse Coordinator

The Clubhouse is available for use by all Community members in good standing. It is to be used for private social functions only. A homeowner may be denied for the following reasons:

- ✓ Delinquency in payment of HOA assessment.
- ✓ History of damage to the Clubhouse or negligence concerning Clubhouse rules.
- ✓ Other reasons deemed substantial by the Board of Directors.



To reserve the Clubhouse please call Lisa Moellering @ 859-442-7438

## Management Information

Towne Properties  
500 Thomas More Parkway  
Crestview Hills, KY 41017  
Phone # 859-291-5858  
Fax # 859-291-7767

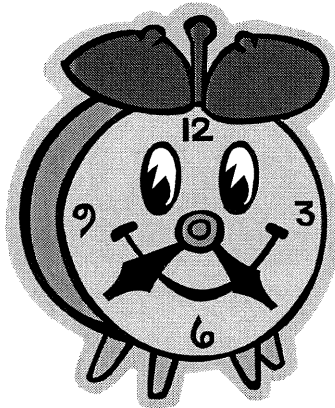
Nancy Caywood, Property Manager  
E-mail: NancyC@tpl.com

Sarah Reckers, Administrative Assistant  
E-mail: Sarah@tpl.com  
(It is the #1 behind the tp in the email addresses)

For questions about policy or procedures of your Association, work orders, and questions on your account please call or email Sarah. If you have an emergency after hours or on the weekends, call 859-291-5858

# **DON'T FORGET!!**

Change your clocks before you go to bed the night of  
Saturday, April 2nd. Spring forward!!!



## **YARD/PATIO/WALK LIGHT POLICY**

The Unit Owner may have yard/patio/walk lights along the walkway to their unit. It is the unit owner's responsibility to purchase, install and maintain the lights and wiring. Lights must be tier or mushroom type. **The number of lights is not to exceed 8 lights. Lights are to be black in color, no more than 12 inches in height and with clear lights only.** Lights cannot interfere with grass cutting or trimming and are to be installed in the mulch bed area. The Association, Landscapers and/or contractors working for the Association will not be responsible for any damage to the lights or wiring. All wires must be buried underground. **The improvement application must detail how the wiring for the lights will be installed.**

**APPROVED:                   SHADOW LAKE BOARD OF DIRECTORS**  
**APPROVED AT JANUARY 25, 2005 MEETING**