

# SOUTHERN VALLEY COMMONS SERVICES ASSOCIATION, INC.

c/o Acri Commercial Realty, Inc.

290 Perry Highway

Pittsburgh, PA 15229

[www.adamsridge.net/southern-valley-hoa.html](http://www.adamsridge.net/southern-valley-hoa.html)

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RE: 2017 BUDGET & COUPON BOOKS

Dear Southern Valley Commons Homeowner:

Please find enclosed the 2017 Budget and coupon book, which begins January 1, 2017. The monthly assessment fee will remain at \$20. A 5% late fee is charged to the account if payment is not received by the 5<sup>th</sup> of the month.

Please mail your check (made payable to Southern Valley Commons Services Association), along with the corresponding month's coupon, to Southern Valley Commons Services Association C/O Acri Commercial Realty, Inc. P.O. Box 60935, Phoenix AZ 85082-0935.

If you have taken advantage of the Direct Debit or online payment, you will not receive coupons in this packet.

Enclosed also is the **2017 landscape request form**. Kindly return the form by April 1, 2017. A form must be completed on an annual basis to notify the landscape company each year of the directives.

## **LEASE AMENDMENT UPDATE**

An amendment to Association Declarations was proposed by the Board in June of this year. At that time, the management company was aware of 34 units beings rented in the community based on mailing addresses. This represented 20% of the total units.

A committee of both owner occupied units and investors was formed to come to an agreement on the components on the amendment. Several meetings were held and some compromises were made. compromises could not be reached on two of them. The first item was the cap on total rental units and the second item was the restriction on the sale of units once the percentage had been met. The Board determined that both of these components were mandatory in order to protect the communities homeowners and included them in the amendment.

Voting on the lease amendment took place on Tuesday October 25th. The turnout was heavy, however, many homeowners could not attend. Several community volunteers went door to door since the election. The Board would like to thank all the volunteers who gave their time and effort in collecting ballots for the amendment. In order pass the amendment 114 votes for were required and in order to reject the amendment 57 votes against were needed. Voting was to remain open until one or the other required votes were met.

After several weeks of canvassing the community, these concerned residents were able to solicit enough votes to pass the amendment. The lease amendment will take affect January 1<sup>st</sup>. See the enclosed page to determine how this amendment affects you and your responsabilites moving forward.

## **BULB REPLACEMENT PROGRAM**

For the safety of the community the board has also approved a lamp post bulb replacement program. the association will now replace burned out light bulbs going forward as a benefit with no additional cost to homeowners. This program includes only light bulbs in your lamp post and does not include any maintenance regarding electrical issues or replacements of the light sensor as well as the lamp post itself. A monthly inspection of the lights by a maintenance person will take place. This will most likely take place at or after dusk, on a monthly basis, in order to determine which bulbs need replaced. Do not be alarmed if someone is on your property performing these maintenance checks. You may opt out of this program by contacting the management company, however, your monthly fee will remain the same.

## LEASE AMENDMENT - HOW IT AFFECTS YOU

During the canvassing of the community to solicit votes, it was determined that there were an additional 5 units not recorded as rentals taking the total to 39 or 23% of the community. The lease amendment now caps the percentage of rental units at 10%.

### Key Components

- Reduction in the number of units will take place by attrition as sales take place. All units sold beginning January 1<sup>st</sup> must notify the potential buyer that they will not be able to lease the unit until the total rental units is less than the 10% cap which is 17. This information will also be included in the resale packets that are required at the time of sale. Real Estate agencies in the area will also be notified of this change. A wait list will be maintained by the management company at that time for those desiring to lease their unit
- ALL homeowners of record as of January 1<sup>st</sup> will be grandfathered and may lease their unit regardless of the cap
- An immediate family exemption has also been included allowing leasing to children, parents and/or grandparents. These units will be exempt; however they will be included in the list of rental units and will count towards the cap. A family exclusion affidavit must be signed and notarized by both parties. The affidavit can be downloaded from the Adams Ridge site listed below or you may contact Acri Realty to acquire a copy
- A lease registration form which must be completed and returned to the management company along with a copy of their current lease. This document will be available from Acri Realty and on the Adams Ridge website for download. Rental costs may be redacted in the document. Both of these documents must be received by January 31<sup>st</sup> to avoid fines
- An administration fee of \$150 will be assessed to all rental units. This fee must accompany the initial lease registration form due January 31<sup>st</sup> and will be assessed each January thereafter
- Leases may not be less than 3 months in duration. If you are currently leasing a unit less than 3 months, a new lease will need to be negotiated between you and your tenant prior to March 31<sup>st</sup> 2017. Submit your current lease as required by January 31<sup>st</sup>
- No unit or part thereof shall be rented or used for transient or hotel purposes, which are defined as, (a) a rental under which occupants are provided customary hotel services such as room service and similar services; or (b) a rental to roomers or boarders. No lease may be of less than an entire Unit.
- Any unit that does not have a current and valid lease for a period of six (6) consecutive months will relinquish their grandfathered rights and must be placed on the wait list until the next opening occurs
- Unit owners may not lease more than two(2) rental units at any time
- Violations/Fines
  - A fine in the amount of \$500.00 will be assessed against any Unit which is rented or leased without the approval of the Association. An additional fine of \$500.00 per month will be assessed for each successive month in violation.
  - A fine in the amount of \$500.00 will be assessed against any Unit which is sublet. An additional fine of \$500.00 per month will be assessed for each successive month in violation.
  - A fine in the amount of \$300.00 will be assessed against any Unit which has a change in occupancy without a new lease and lease registration form being submitted to the Association within thirty (30) days of the lease effective date. An additional fine of \$300.00 per month will be assessed for each successive month in violation. After ninety (90) days, the Unit will be removed from the approved leasing list and will lose its grandfather privileges.

The family exemption affidavit and lease registration form can be requested from the Acri Community Realty or downloaded from the Adams Ridge Homeowners Association at <http://www.adamsridge.net/southern-valley-hoa.html>.

We wish you a very Happy and Safe Holiday Season.

Sincerely,  
SOUTHERN VALLEY COMMONS SERVICES ASSOCIATION, INC,  
By: Acri Commercial Realty, Inc., Agent  
Kiley Shively, Property Manager