



Crown Oaks – Spring 2018



Important

Crown Oaks Website

Maintaining high standards and curb appeal does matter!
Inspections of Crown Oaks are periodically done to ensure that the community guidelines are followed and to notify residents of any concerns. Please review the inspection report on the back of this notice which illustrates the most frequently observed issues and make sure none of them apply to your home.

Homeowners, don't forget to register on the Crown Oaks website so you can get access to HOA financial reports and other important records and documents about your community.

Go to crownnoaks.org and click on "Owner Portal."

Pool Info

Crown Oaks pool is a private facility for Crown Oaks Townhome Owners who are current in paying their monthly assessments; or for their authorized lessee, if their unit is leased out and dues are current.

Starting **May 19, 2018**, the pool will be **open daily from 10:00 am – 8:30 pm**, and close **September 16, 2018**. You must have a management issued, numbered and laminated pool pass and security key #339 to use the pool. Passes are not transferable, as they are assigned to individual homeowners, however, they ARE good year-to-year, as long as there have been no changes in the residents. If you are a new owner and received pool keys at closing, please contact us to have them re-assigned, or an initial set will be issued to you at no charge. If your key or pass is lost, replacements for either a pool key or pool pass will cost **\$20.00 each, or \$40.00 for both**. **Please note: anytime you are at the pool, you should be willing to show your pool pass to anyone who asks to see it.** You may be asked to by Management, the Pool Company staff, the Security Company, a Board Member, a Pool Attendant, or another Homeowner. This is for the protection of all members. If you are not willing to show your pass, you may be considered to be trespassing.

New Keys – Lemmon Tree Management will be available to issue passes/keys to new homeowners, and/or answer questions at the pool, **Saturday, May 19 between 10 am – 12 noon**. If you cannot make it at the above time, please call Mary Hardin, with Lemmon Tree Management, at 919-412-6747 to make special arrangements to get your pass/key. Please don't wait until the last minute; management is not always available to issue passes immediately.

Please be aware that effective immediately, the entire pool facility will be Smoke Free – No smoking will be allowed inside the pool enclosure.

Complete rules for using the pool are distributed with passes, are available for review at www.crownnoaks.org, and are posted on the pool gate. Children under 18 must be accompanied by their parent or guardian. As a member of the HOA, you may bring up to four guests at one time – however, you may NOT give your pass to anyone else to use and you MUST accompany your guests at all times.

Crown Oaks pool is serviced and managed by Southeast Pools, and a certified pool operator will visit the site daily to check the chemicals and do routine maintenance. The pool facility is under 24-hour video surveillance, and any misuse or trespassing will be prosecuted. Please report rule violations or concerns to Lemmon Tree Management via text or voice at 919-412-6747, and/or to our security company, On Point Protection, at 919-851-5700.

****Attn: Landlords and Tenants****

Tenants, your property owner (landlord) must be issued a pass on your behalf. Contact your landlord for further information. Landlords, you must sign out the pass for your tenants and provide info on the approved residents, etc., and keep management updated if there are any changes in tenants. If you get your tenant's pass and key back, Management can re-issue them free of charge.