

Dear Owners and Residents:

Please be aware of the following:

1. **New Property Management Contact Information:** Effective immediately, please discard all previous contact information for our property manager, Jim Robson. The manager has a new office address, phone number and e-mail address. Please use only the following contact information, starting today. Inquires sent to the old places will not be answered. Also, please use this address for any mail correspondence, *including HOA payments*.

Realty One Property Management, Inc.

1745 Shea Center Drive, Suite 400

Highlands Ranch, CO 80129

303.834.0311 Office 720.344.4804 Fax

E-mail: jrobson@realtyonepropmgmt.com

2. **Pool Rules:** Current pool rules were mailed and hand delivered to each unit, please make sure to read the rules carefully and follow. If you need a copy of the pool rules or have any questions, please contact the management company.
3. **BBQ Grills:** There are new association rules for BBQ's and grills. They are allowed to be used and stored, but **CANNOT** have a 20lb tank. **NO 20lb** tanks are allowed on the property. There is a \$500.00 fine for any tank stored on the property (inside or outside a unit), empty or full. The only tank sizes are 1lb or 2 1/2lb tanks. All charcoal, wood, and pellet grills are **NOT** allowed.
4. **Rule B.26: Common Areas:** Riding bicycles, use of roller skates or roller blades unsupervised by parent or guardian is not allowed on sidewalks/entryways within the courtyard. No climbing is allowed on walls, fences, or gates. Children must not be left unsupervised in the Oxford Downs grounds area to prevent their access to the swimming pool area. Any toys, bicycles, items left in the common areas after 8:30 p.m., are subject to removal by the Association. A fine of \$25.00 will be charged, per item to retrieve from storage. Any items not claimed after 15 days will be disposed of.
5. **Summer Reminders:** Please remember to be courteous to your neighbors, especially in the summer months, when more time is spent outdoors. With windows being open, noise levels can be more disruptive to neighbors. Also, please make sure to keep your dog on a leash and clean up any dog waste. Enforcement letters on all rule violations will be starting this week, since everyone has received prior notices of all changes!