

Carriage Lane Home Owners Association
P.O. Box 1628
Sierra Madre, CA 91024
(626) 827-2445

November 21, 2013

Dear Owners:

SUBJECT: News Letter for November 2013

The Association has a few items of interest to bring to your attention:

- The Annual Disclosure requirements are attached. Items covered include maintenance guidelines for your slopes, Architectural approval form, 2014 Annual operating budget, 2014 annual reserve study, Assessment Collection Policy, Internal Dispute Resolution & Alternative Dispute Resolution, Additional disclosures including Architectural Procedures, Minutes, Security, Hazardous Material, Manager Certification and Rules & Regulations. In addition, a copy of the current Association insurance policy has been provided. Please be advised there is no assessment increase for 2014. There are no special assessments planned in 2014.
- The Association is calling for volunteers. If you are interested, please let the Board or Bill Fox know. We need volunteers in four areas:
 1. Candidates for the Board: The election for the new Board is in January 2014. We are currently asking for members to be candidates for the Board of Directors for 2014. There are five Board positions that are up for election.
 2. Candidates for the Budget Committee: We are seeking five volunteers to assist in the annual budget development process. Two candidates are needed from Phase 1 and three candidates from Phase 2.
 3. Candidates for Architectural Committee: We are seeking three volunteers to be on the Architectural Committee. The duties include reviewing Architectural plans submitted and to perform walkthrough inspections in the development to identify potential areas of concern.
 4. Candidates for Parking Committee: The Association needs three volunteers to be on the Parking Committee. The duties are to develop a parking policy including fining system, ensure proper signage exists, and facilitate compliance.
- Phase 2 parking is an issue that constantly requires the attention and cooperation of owners and tenant residents. This issue has been brought about since certain residents are not abiding by the Association's CC&RS requirements. Please be advised visitor parking is reserved for service providers and visitors of the residents. The Association will be updating the parking signs, establishing a Parking Committee, and examining the development of a fining system for violations and a towing company to remove parking violators.
- The next regular Board meeting is scheduled for December 14, 2013 at 9:00 AM at the East Anaheim Community Center in the Toyon Room. The agenda items include establish a quorum, review & approve November 2013 minutes, Business activities including landscaping, finance, architectural committee, Master Association update, and Annual Election plans. Attendance is encouraged.

Thank you for reviewing this letter. If there are any questions, please call William Fox at the above telephone number.

Sincerely,
Board of Directors