



Seven Oaks Homeowner's Association



August 29, 2013

Greetings to all Seven Oaks Homeowner's:

Recent Updates:

- Welcome to all new tenants at Seven Oaks. Owners who rent their Seven Oaks property, please provide new tenant orientation on parking policy and community rules and regulations.
- Investors per the bylaws, please remember to submit the following information on all rental units:
 - i. Full copy of executed lease
 - ii. Executed Exhibit A Lease addendum for each tenant (binds tenants to Seven Oaks HOA rules and regulations)
 - iii. Tenant information sheet (name, e-mail, phone number, vehicle info for all tenants). All vehicles need to be registered.

Forms can be found at

<http://www.sevenoakswyomissingpa.com/Forms-and-Documents.html>

Please mail or e-mail to Seven Oaks HOA immediately upon execution of signed leases.

- Capital improvements around the community:
 - ✓ Dryer and fan vents. Homan Construction installed 96 Universal Bird/Rodent Guards on all 9 buildings at Seven Oaks as well as removed, cleaned out and reinstalled 15+ existing dryer vent covers that were deemed a fire hazard and weather sealed/caulked base plates. While it is primarily the responsibility of unit owners to maintain dryer vents, the Board decided to maintain a consistent and unified appearance of the outside building areas.
 - ✓ Executed new snow removal contract with New Castle. There was no increase in rates.
 - ✓ Currently negotiating a new contract with Waste Management for trash removal and recycling.

- The next Board of Director meeting is scheduled for Thursday, September 19, 2013 at Kissinger's Lutheran Church. The meeting starts at 7:00 PM. Doors open at 6:45. Hope to see you there. All unit owners are welcome.
- The December 31, 2012 audited financial statements of Seven Oaks HOA are attached.
- Seven Oaks Rules and Regulations's Amendment (as of June 26, 2013)

Rule # 41 regarding charcoal grills; amended to state "no grills" are permitted on patios, decks or garden areas due to insurance policy of the HOA.

Rule # 180 amended to state that every rental unit must have a lease. The initial term of not less than one year has been removed.

- Common area building and related insurance was renewed at the end of June. The annual cost to Seven Oaks HOA increased 4% as a result of a 6% increase in the insured value of the building at Seven Oaks. A new certificate of insurance is attached to this Newsletter and can also be found on the Seven Oaks website: www.sevenoakswyomissingpa.com
- Since gas or charcoal grills are no longer permitted due to insurance regulations, the Board has discussed getting bids to repair the melted or damaged vinyl siding and fascia at Seven Oaks. While preliminary at this point, unit owners with damaged siding and fascia will be invoiced for the cost of the repair with monthly payment plan options, if necessary.

The Seven Oaks HOA customer service number is: 610-779-5812. Please use this number for issues concerning the community or to report items in need of attention. Also, please call this number to alert us of police calls to the development. As always, for emergencies, please call 911. Non-emergency or for persons needing to file a police report or to speak to an officer, please call 610-655-4911 or 1-800-372-9111.

- We are continuing E-mailing the Newsletter to Unit Owners. If you received a paper copy of this letter, *we need your e-mail address*. Please e-mail us below with your e-mail address for future correspondence. E-mail saves postage and printing costs.

Please mail all future condo payments and any correspondence to:

**Seven Oaks Homeowner's Association
Post Office Box 6270
Wyomissing, PA 19610**

Please feel free to contact us with any questions, concerns or ideas.

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