

HOAAGENT.COM



Your Neighborhood is our Business

Dear Lyons Park Homeowner;

We hope you are enjoying your home at Lyons Park Homeowners Association we are honored to manage your neighborhood. You have a beautiful neighborhood and we will do everything we can to let all of you relax and be great neighbors!

We will be doing everything we can to make your lifestyle peaceful and carefree. This will include the following:

- Contractor supervision of common area mowing, trimming, edging, fertilizer, and weed control, and snow removal
- Online Payment Gateway for Assessment payments,
- Preparing the HOA 1120 H Tax form for the IRS,
- Renewing the HOA Non-Profit Corporation annual report,
- Annual billing and collection of the HOA Assessment,
- Liability insurance for HOA Activities for the protection of the homeowners and board members.

Another service of the Homeowners Association is to preserve the integrity of the neighborhood architecturally; you will find an Architectural Request form included in this mailing. This form is to be used to get Architecture Committee approval before you make any change or addition to fencing, housing, storage, pet containment or shelter or exterior of the home. Please keep it handy as you plan for your exterior To-Do list.

Annually, the budget will be reviewed and the annual assessment may be altered to maintain a balanced budget and to allow for continued growth of the reserve account. Notification of any change in the budget or assessment will be provided by Homeowners Association Services, Inc. to the members of the Board for approval and to the Association, prior to a change being implemented.

Association Assessments are billed monthly. Amounts are due on the 10th of each month. No further statements will be sent unless a homeowner has been deemed to be delinquent. Statement fees and interest will be added to any late account.

We hope to be a good partner in providing you with an enjoyable and carefree living experience. Please contact us with any questions or concerns at Info@HOAAgent.com or 509-922-2494.

Peg, Lance, and Kristi
Homeowners Association Services, Inc.

HOMEOWNERS ASSOCIATION SERVICES, INC.

11808 E MANSFIELD AVE, SUITE 1 SPOKANE, WA 99206 509.922.2494 INFO@HOAAGENT.COM