

Foxboro Coventry Towns Homeowners Association, Inc.

August 21, 2013

Dear Foxboro Owner:

The purpose of this letter is to provide Owners with the required notice of an increase to the monthly HOA fee; to provide notice of the annual meeting; to remind Owners of the Pet Rule; to provide information with respect to open positions for Management Committee Members; and to report on some recent incidents with respect to violations at the pool.

**Increase in HOA Monthly Assessments** - As a result of unanticipated expenses in 2013, the Management Committee is effecting an increase in the amount of \$3.00 to the monthly HOA fee. Effective with the November 2013 payment, the monthly fee will be \$131.00 per month. For those Owners who are setup for an automatic debit for their monthly fee - the payment will automatically be increased to \$131.00. For those Owners who use their financial institutions' bill pay service - please remember to increase your payment to \$131.00 effective with your November payment. This letter satisfies the thirty (30) day written notice of this change.

**Annual Meeting** – The annual meeting will be held on Monday, September 23, 2013 at 6:00 p.m., at the Association Clubhouse. The purpose of the meeting is to review the Association's financials as of September 2013 and to review and approve the proposed budget for 2014. There is no election with respect to the Management Committee. The Management Committee was elected last year for the 2012-2014 term.

**Pet Rule** - The Management Committee has been made aware that dogs over 30 lbs. have been observed in the community. As provided in the CC&Rs, Section 3.17 - dogs over 30 lbs are prohibited (unless previously approved). Should any owner be sited for this violation - a violation letter will be served to the owner requiring the pet to be removed within 30 days of the letter. Failure to remove the dog may cause the Management Committee to engage our attorneys' to enforce compliance to the rule.

**Management Committee Positions** - There are currently four (4) open Management Committee positions. Since November 2012, the committee has consisted of three (3) members, sharing the responsibilities to manage the day-to-day operations of the community. Unless we can get more Owners to volunteer to serve on the committee, mostly all of the responsibilities currently being handled by the committee will need to be turned over to our property management company, which will cause our monthly management expense to increase significantly. If any Owner has a desire to serve on the committee, they should send an email to the HOA's email account ([coventry-hoa@hotmail.com](mailto:coventry-hoa@hotmail.com)) advising the committee of their desire to serve. The Management Committee will meet with Owners interested in serving to explain the roles/responsibilities of a committee member, before any appointments are made.

**Violations at the Pool** - Within the last three (3) weeks, there has been two occurrences with respect to human feces in the pool. Each time, the pool needed to be closed and "shocked" in order for it to be safe for swimming. There has also been incidents reported that Owners are bringing their pets to the pool, which is prohibited. To prevent the pool from being closed for the remainder of the season, we ask that any Owner who observes a violation while at the pool to report it immediately to our property management company. Waiting to send an email to the HOA days later doesn't help address the issues that are being reported. The property management company can be reached at (801-815-5394).

This is providing notice that If another violation (e.g., pets at the pool, excessive noise, children under 14 without proper supervision or alcohol being brought to the pool) is reported from now until the end of the season (Labor Day weekend) then the Management Committee may consider closing the pool for the season.

Thank you,  
Foxboro Coventry HOA  
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