

Welcome to

 *Landis
Lakes*

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Welcome!

Welcome to the LLCA (Landis Lakes Community Association)!

We are proud of our neighborhood and hope you will enjoy living here. We have 117 homes in Landis Lakes and we have an active Community Association. Our annual meetings are usually in January of each year.

We have a website with all sorts of information for our residents. You can access the site at **www.landislakes.com**.

We want to keep a beautiful, attractive neighborhood and we ask that everyone abide by the rules that govern our neighborhood. It is very important that every resident in our community be familiar with the association rules and have a basic understanding of the process of how our association functions.

We believe you will find the following information valuable.

Please call upon us if you have any questions.

Again, welcome to the neighborhood!

Landis Lakes Community Association Board of Directors



1

Landis Lakes Community Association (also known as the "LLCA")

We, the board, are homeowners like you who are volunteering our time, talents and resources to make our neighborhood a better place. The goal of our association is the preservation of property values. We do this by making sure our community is attractive and safe. We enforce and ensure that the Declaration of Covenants, Conditions and Restrictions (CC&Rs) are adhered to by the individual homeowners.

We are very conscientious about wisely spending the money you contribute in annual dues to the association. We develop a workable budget by keeping in mind the requirements and expectations of the community and establishing sound fiscal policies. Some of our major expenses include the following: liability insurance, landscaping, snow removal, utilities, maintenance and repairs of areas in the common areas and entrance ways.

We attend and participate at meetings. We inform members of important board decisions and transactions.

2

Declaration of Covenants, Conditions and Restrictions

The rules of our community are described in the Declarations of Covenants, Conditions and Restrictions (CC&Rs). You should have received a copy at the Closing of your home. If you did not receive a copy, please visit our website (under the "*LLCA and LLRA Information*" menu option).

The CC&Rs describe the requirements and limitations of what you, a resident, can do with your property. The goal of the CC&Rs is to protect, preserve and enhance property values in the community. The CC&Rs are recorded in the county records and are legally binding.

AMENDMENTS TO Declaration OF COVENANTS, CONDITIONS AND RESTRICTIONS

The CC&Rs may be amended only by a yes vote of 75% of the votes of the homeowners. If the amendment is approved by the homeowners, it must be recorded in the county's register of deeds.

The Bylaws govern how the Landis Lakes Community Association operates and contain the information needed to run the Association. The Bylaws cover matters such as

- *how often the association holds board meetings,
- *how many people are on the board,
- *provisions for holding annual and special meetings.

AMENDMENTS TO THE BYLAWS

Section 4.2. Annual Meetings.

After the Initial Meeting is held, a meeting of the Members shall be held in January in each calendar year, or on such date within one month thereafter as may be designated by the Board, for the purpose of electing the Board (in accordance with the provisions of these Bylaws), considering the Annual Budget, and transacting such other business as may properly come before the meeting ("Annual Meeting"). The Board shall determine the date and time for the Annual Meeting and shall give written notice to Members. No Annual Meeting shall be required to be held prior to the Developer's relinquishment of control of the Association.

Section 5.1 Board of Directors

Number and Eligibility. The affairs of the Association shall be governed and managed by the Board of Directors (herein collectively called the "Board" or "Directors"). The Board of Directors shall be composed of five persons. Any Owner or representative of an Owner who is (30) days or more in arrears in Annual or Special Assessments will not be eligible to serve or to continue to serve as a Director.

Section 5.8 Powers of the Board

(K) In the event that a lot owner is contacted in writing a third time during any twelve month period with regard to any violation or series of violations of the Covenants, Conditions and Restrictions or of these Bylaws, the Board of Directors shall levy a fine in the amount of \$50.00 and for each subsequent notice of the same violation, or series of violations, regardless of when given, an additional fine of \$100.00 per notice shall be given, and such fines shall constitute a special assessment against the lot owner's lot for which a maintenance fee lien may be filed. In the event that litigation or arbitration is initiated by Landis Lakes Community Association, Inc. against a lot owner for violation of the Covenants, Conditions and Restrictions and/or Bylaws, Landis Lakes Community Association, Inc. shall be entitled to recover its reasonable litigation costs to include its reasonable attorney's fees expended in enforcing the Covenants, Conditions and Restrictions and/or Bylaws.

ANNUAL ASSESSMENTS

Pursuant to the Declaration of Covenants, Conditions And Restrictions

Section 4.5 Assessments: Lien and Personal Obligation

(a) Payment. Each Lot owner, except Declarant, by acceptance of a deed for the Lot, whether or not it shall be so expressed in such deed, covenants and agrees to observe and conform to, and to cause the residents of the Lot to observe and conform to, the provisions of this Declaration, and such Lot owner further covenants and agrees, and incurs an obligation, to pay to the Community Association, except as otherwise provided in this Declaration, (i) annual assessments or charges ("Annual Assessments") and (ii) special assessments for capital improvements ("Special Assessments"), such assessments to be established and collected as provided in this Article 4.

Your Board of Directors takes very seriously its obligation under the Declaration of Covenants, Conditions and Restrictions and the Landis Lakes Association By-Laws to enforce the members' obligation to pay assessments. Prompt payment of assessments by all homeowners is critical to the financial health of the association and to the enhancement of the property values of our homes.

The Fiscal Year of the Association shall commence on January 1 and end on December 31. Annual Assessments will be mailed to each homeowner of record by the 15th of January. Payment of the annual Assessment will be due on the 1st day of February. The assessment shall be deemed delinquent 14 days after the stated due date. Special Assessments are due on the date(s) specified in the Special Assessment. Any payment of an Assessment which is not paid within fourteen (14) days of the date when due shall automatically be subject to a late charge of \$25.00. Late charges may continue to be assessed for each quarter a payment remains outstanding. (By-law 8.9)

If, for any reason, an owner is unable to pay assessments by the due date, please contact the Association Board in writing. The Board would prefer to amicably work out a payment plan rather than begin legal proceedings. Any owner who is unable to pay assessments is entitled to make a written request for a payment plan to be considered by the Board of Directors. The plan will, at a minimum, permit the delinquent owner to pay off the deficiency in equal installments over a period of at least six months. The Board will consider payment plan requests on a case-by-case basis and is under no obligation to grant said payment plan requests.

A **late notice** letter will be mailed to the homeowner reminding him the assessment payment is past due and the homeowner is subject to a late charge of \$25.00. Payment is due within 30 days after the original due date. The homeowner will be advised to make the payment to avoid further fees and collection action.

A **second notice** of past due assessment will be mailed if the required payment has not been received within 30 days after the original due date. Payment is due within 45 days after the original due date

A **third notice** of the past due assessment will be mailed if the required payment has not been received within 45 days of original due date. Payment is due within 60 days of original due date. If payment is not received within 60 days of original due date, legal action will be initiated. A Notice of Intent to Lien will be prepared and sent to the homeowner by certified mail. The Notice will state the current charges

Annual Assessments continued...

be prepared and sent to the homeowner by certified mail. The Notice will state the current charges owed by the homeowner with an accounting of how the total is determined, *whether the opportunity to enter into a payment plan exists and instruction for contacting the Board to enter into such a payment plan*. Failure to pay the total charges due or to contact the Board to enter a payment plan within 30 days will result in the filing of a lien against the Homeowner's property. The homeowner will also be subject to an additional late charge of \$25.00.

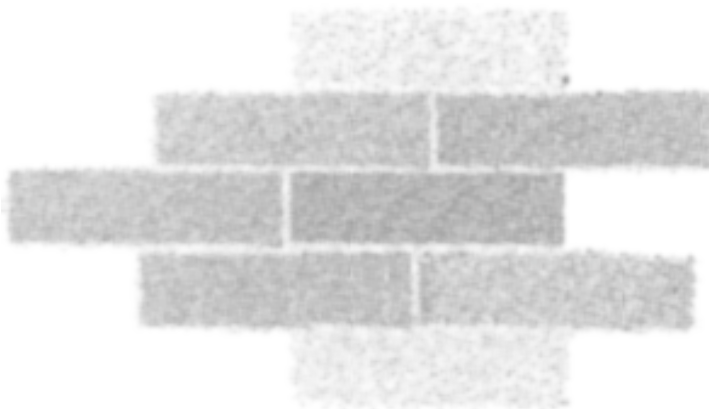
If all such amounts have not been received in full within 30 days after the recordation of such Lien, the Association may, without further advance notice to the owner, proceed to take any and all additional enforcement remedies as the Association, in its sole discretion, deems appropriate.

Late charges will continue to be assessed for each quarter a payment remains outstanding. If payment is not received within three (3) months, the board will decide possible further action. The Association will charge the owner the Association's direct costs as a result of a returned or rejected check or other instrument. The Association may recover any reasonable cost incurred in collecting any delinquent assessment, including reasonable attorney's fees.

The Board of Directors reserves its rights to collect delinquent assessments through Small claim Court or any other remedy available by law. Any and all legal costs incurred including lien filing charges will be passed on directly to the homeowners.

In lieu of direct collection by the association, the association may authorize and contract to use any legal collection agency to execute these collections.

The policies and practices outlined herein have been adopted by the Board of Directors to ensure a prompt and fair collection of delinquent assessments. These policies and procedures shall remain in effect until such time as they may be changed, modified or amended by a duly adopted resolution of the Board of Directors.



LANDIS LAKES COMMUNITY ASSOCIATION

SNOW REMOVAL POLICY

Snow Removal Philosophy & Priority

- In Kentucky, the occurrences of snow and ice hazards are an expected part of typical winter weather conditions and **homeowners and their guests should not expect the property to be maintained completely free of snow and ice**
- While snow removal services are provided, **the Association cannot guarantee** that streets will be maintained completely free of snow and ice
- The Association and their contractors will use their best efforts to remove snow and treat ice conditions: however, **the Association assumes no responsibility for the existence of snow and ice hazards on the property**
- The priorities related to snow removal are as follows:
 - First Priority;** Enable and maintain vehicle traffic on Landis Lakes Drive, Landis Lakes Court 500 block, Wolford Ridge Court and Inspiration Way to provide passage of emergency vehicles
 - Second Priority;** Enable and maintain vehicle traffic throughout the association, and as soon as possible after the cessation of snow fall
 - NOTE:** Snow removal on streets accepted for maintenance by the city **is the City's responsibility** and that the association will only provide supplement service on the street as absolutely necessary

Snow Removal Service Levels

- **General Icing Conditions or Snowfalls of Less Than 4 inches**
 - Temperatures permitting, as required, minimal spot treatment of ice control materials to streets (Potassium Chloride on Concretes & Salt on Asphalt)
 - Single emergency lane clearing at approximately every 2" of snowfall
 - Snow removal from streets **within 12 Hours after snow cessation**
- **Snowfall of between 4 and 6 inches**
 - Maintain, at a minimum, a single lane of traffic on Landis Lakes Drive, Landis Lakes Court 500 block, Wolford Ridge Court and Inspiration Way with the application of Ice Control Materials (temperature permitting) as required **during the storm** at approximately every 2" of snowfall
 - Snow removal from streets **within 12 Hours after snow cessation**
- **Snowfalls of Greater than 6 inches**
 - Maintain, at a minimum, a single lane of traffic on streets with application of ice control materials (temperature permitting) as required during the storm at approximately every 2" of snowfall
 - Snow removal from streets **within 24 Hours after snow cessation**

5

Annual Meeting of Landis Lakes Community Association

Annual meetings are held in January in each calendar year or on such date within one month thereafter as may be designated by the board. The purpose of the meeting is to elect the Board, consider the Annual Budget and transact other business which may come up before the meeting or during the meeting. The Board will determine the date and time of the Annual Meeting and will give written notice to the members.

We encourage all homeowners to attend the community association annual meetings. Attending these meetings will allow you to participate in the discussion of matters that protect, preserve and enhance your community assets and ultimately, your property value.



6

Board of Directors

To be effective a homeowner's association needs a strong board of directors that understands its role. The board of directors is responsible for the management and operation of the association's business affairs in accordance with the standards established by the governing documents. To be successful the directors must uniformly and fairly govern the community. Decisions must be made with the interest of the community at heart. Board member serve without compensation. However, the fact that the members are volunteers does not relieve them from the high standards of trust and responsibility. Some of the duties of the board are:

- *Enforce the documents*
- *Establish sound fiscal policies and maintain accurate records*
- *Develop a workable budget keeping in mind the needs, requirements and expectations of the community*
- *Act on budget items*
- *Determine assessment rates and collect assessments*
- *Inform members of important board decisions and transactions*
- *Attend and participate at meetings*
- *Manage, maintain and repair common areas*

7 *Property Management*

As of January 1, 2017 our property management is provided by Mulloy Properties. LLC. The manager collects all fees, dues and other charges which may come due at any time from any Homeowner or from others. The manager will advise the Board of the intent to file liens against a member's property, should the member's account become delinquent. The manager will obtain competitive bids for repairs, capital improvements, goods and services. The manager will maintain the common areas of the Association Property at the expense of the Association. The manager will attend at no additional cost four Board Meetings and one Annual Meeting of the Association. The Manager will maintain adequate and separate books and records for the Property. Such books and records are the property of the Association. The Manager will furnish reports of all transactions occurring during the previous month no later than the 20th day of the current month.

Mulloy Properties is located on a second upper level floor with no lobby/reception area which limits the ability to accommodate walk-in-traffic. As a result, all payments must be made out to Landis Lakes Community Association and must be mailed to the P.O. Box...

Mulloy Properties LLC
P.O. Box 436989
Louisville, KY 40253

8

Violations

Community restrictions are listed in Landis Lakes Subdivision, Declarations of Covenants, Conditions and Restrictions. The purpose of the restrictions is to enhance our quality of life and increase property values. We appreciate the residents who comply with the restrictions. When a resident is in violation of a restriction, a letter will be mailed to the resident explaining the violation. If there is still non-compliance, a second letter will be mailed. Should a third letter be required for non-compliance, the resident will be fined \$50. A fine of \$100 will be imposed beginning with the fourth letter. A resident who is aware of a violation should contact a board member.

9

Landis Lakes Recreation Association / LLRA

The Landis Lakes Recreation Association, according to Declaration of Covenants, Conditions and Restrictions, Article 6, Section 6.1 is separately created for the purpose of maintaining, operating and keeping in good repair the recreational facilities (clubhouse, swimming pool). Owners of lots in Landis Lakes Subdivision, Academy Ridge Subdivision and Woods of Landis Lakes subdivision are members of the Recreation Association. Membership shall be appurtenant to and may not be separated from ownership of any lot which is subject to assessment.

Each lot owner, by acceptance of a deed for a lot agrees to pay to the recreation association (i) annual assessments or charges and (ii) special assessments for capital improvements.

10

Swimming Pools

No aboveground swimming pools shall be erected or placed on any lot. Hot tubs and spas require approval in writing by the Board of Directors.
See Section 2.5 (e)



11 *Landis Lakes Website*

If you want information about upcoming events, be sure to visit our website – **LandisLakes.com**. It has lots of very helpful information along with the by-laws. You will also find information regarding the Community's Association dues, pool rules and hours of operation, how to rent the clubhouse and the rental information agreement. Contact information of your Landis Lakes Community Association and Recreation Association representatives is included as well.

12 *Newsletter*

Since May of 2012 the Board has published a quarterly Newsletter which is distributed to all homeowners of Landis Lakes Community. The Newsletter contains articles about upcoming community activities, friendly reminders about restrictions outlined in the community documents, welcome to new neighbors, information about social activities, safety issues and general interest.

13 *Mailboxes*

US Post (245-0087) provides mail boxes for our subdivision at a cost to residents.





14 *Republic Services*

We have a contract with Republic Service (formally known as Industrial Disposal). The contract offers the neighborhood to take advantage of special pricing. If we maintain a certain percentage of households to sign up with Republic Services, we will be able to maintain the discounted rate. The contract is non-binding and can be canceled at any time. Billing is direct to the homeowner.

The fee structure follows:

Trash Service – rate for 1x week at curb – \$9.95 (per month)

Optional Recycling - \$4.25 a month – every other week collection utilizing 65 or 95 gallon rolling cart.

Optional Yard Waste - \$49.87, billed annually, in full and in advance.

Service is 1x week from April 1 through January 15.

To sign up for trash service, recycling or yard waste service, please call 638-9000 to arrange a starting date, cart delivery and payment. Be sure to mention you are a resident of Landis Lakes HOA to qualify for the group rate.

15 *Property in Front of Lot*

Property in front of a lot is actually the homeowner's property with easement rights. Therefore, maintenance of that area is the homeowner's responsibility.



16

Sidewalks

The adjacent property owners BY LAW are responsible for repairing the sidewalks that adjoin the property lines. Metro Government and the Landis Lakes Community Association are not responsible for repairing sidewalks.

Metro Council has come up with a policy to repair the most hazardous sidewalks that have a 4 or 5 rating.

Louisville Metro Public Works Sidewalk Inspection Rating System

- 1 – Sidewalk is rough or holds water, no height difference
- 2 – Less than one inch trip point
- 3 – Between one and two inch trip point
- 4 – Between two and three inch trip point
- 5 – Over three inch trip point

Funding is reserved to fix the most severe trip hazards that receive a 4 or 5 rating. If you would like to have your sidewalk rated, please call Councilman Stuart Benson's office at 574-1120 or e-mail Angela Webster at stuart.benson@louisvilleky.gov. Give your address where the broken sidewalk is located and the office will have the sidewalk inspected and rated. If the sidewalk is rated 0 – 3, you can have it rated again on a calendar year later to see if it is a 4 or a 5 or you can obtain a permit and have the sidewalk repaired yourself.

17

Mowing Secondary Areas

All of the common areas will be mowed once a week effective in 2018 (assuming that the weather is permitting and the grass has grown enough to warrant a cutting).



18 *Trash Containers*

Trash containers need to be kept from view from the street except on the evening before and day of trash collection. See **Section 2.11**. In addition, no lot shall be used or maintained as a dumping ground for, or the storage or keeping or disposal of rubbish, trash, or garbage or other waste or Hazardous Substances.

19 *Safety*

Neighborhood safety relies upon the involvement of homeowners in protecting our neighborhood. Know your neighbors and their routines so that any unusual activity can be reported and investigated. Be alert for:

A person who seems to have no purpose wandering the neighborhood.

Vehicles moving slowly, without lights or with no apparent destination.

20 *Safety at the Lake*

One of our priorities is the safety of all of our residents. Foot signs have been placed around the lake in each direction. Signs state Landis Lakes Community, Private Property, No Trespassing, No Swimming, No Diving, No Entry When Ice is Present. Whenever children are at the lake, it is imperative that there is a responsible adult watching them.

21 *Feeding the Geese*

We have had problems with the geese going to yards and roofs and leaving a mess. We have worked hard to curtail the number of geese nesting at Landis Lakes. Please do not feed the geese because this increases the chances that they will stay at our lake. Geese feces carry diseases and some geese can become territorial and act hostile to those that may be walking nearby.

22 *Speeding*

The legal speed limit in Landis Lakes is 25 MPH. We realize that this may be slower than most people like to drive. However, since our streets are narrow and we have many school age children in our community, it is very important that we pay close attention to our driving habits within the community. We should work together to keep Landis Lakes a safe place to live.

23 *Solicitation*

There is a NO SOLICITATION sign at the front of our subdivision. Although it is legal to have a no solicitation sign at the entrance of our neighborhood, it is not enforceable.

If you place a small No Solicitation sign in the window of your residence near the front door, you can call the police if someone disrupts your day with trying to sell you something.

There have been incidents in neighborhoods of burglars knocking on doors “to sell something” and then deducted that that there was no one home. They then proceeded to rob the home. If you receive a knock on the door from a salesperson, please exercise caution.

24 *Basketball Courts*

In the Landis Lakes Subdivision's Declaration, Covenants, Conditions and Restrictions there is a section, 2.5 (d), that pertains to basketball courts. This section reads as follows: *No basketball goal shall be erected on, or attached to any structure located on, any Lot unless the location of such goal (i) is not visible from any road or (ii) has been approved in writing by Declarant. Basketball court lighting shall be subject to the same standards as tennis court lighting as in (c) above.*

If you plan to place a basketball goal on your property, you must obtain approval in writing from the Board of Directors.



25 *Property Maintenance*

Help keep our neighborhood attractive by keeping the grass cut and your lot free from weeds, waste and trash and to keep the property neat and attractive in appearance. No lot should be used or maintained as a dumping ground for rubbish or trash. See Section 2.6 (b) and 2.11 of the CC&Rs.

26 *Fences and Walls*

All fences and walls are subject to prior written approval by the Board of Directors and may not exceed forty-eight (48) inches in height. No wire or chain link fences are permitted on any Lot except for tennis court fences. See Section 2.5 (b&c)

27 *Play Equipment*

All exterior or outside play equipment located on any lot, including swing sets, jungle gyms and similar equipment should be located no closer than five feet to any lot line. Approval from the Board of Directors must be obtained prior to construction or placement of the equipment on any lot.

28 *Approval of Construction*

Any architectural change to the outside of your property surrounding the house requires approval by the Board of Directors. Types of changes might include such things as swimming pools, decks, a room addition, fences or other structures. An Architectural Review Application must be completed and submitted to the Board prior to construction. You can download a copy of the form at www.landislakes.com/homechange

29 *Parking*

Cars should not be habitually parked overnight on the street. See **Section 2.3 (c) (iii)** of CC&Rs.

If you have several visitors, please ask them to park on one side of the street. Our streets are narrow and it makes it extremely difficult for drivers to drive through when both sides of the street have parked cars.

30 *Animals*

Animals are not allowed to roam around the neighborhood without a leash. A resident who has household pets should keep his lot free of pet waste. A resident should clean up promptly after pets and dispose of waste when walking in common areas or within the subdivision. See **Section 2.4**.

31 *Noise*

Please be considerate of your neighbors by mowing your grass at an hour when it will not be a disturbance.

32 *Neighborhood Yard Sale*

We usually have a Neighborhood Yard Sale the 3rd Saturday of July. We will announce the actual date in the March Newsletter. The yard sale will be advertised in the Courier Journal as well as the District 2 newsletter. Residents who participate in the Yard Sale are advised to place a balloon or other form of identification on the mailbox.

33 *Halloween Festivities*

The Landis Lakes Community Association held a Halloween Costume Contest for the children of our neighborhood on Halloween, October 31, 2017. Neighbors were encouraged to stop by the clubhouse before Trick or Treating on Halloween night. We are planning to make this an annual event.

34 *Holiday Party*

Landis Lakes Community Association has had several Holiday Parties throughout the years. The parties have been held at the clubhouse or a neighbor's home. A notice of the party is usually placed in each resident's newspaper box as well as in the December Newsletter.



Frequently Asked Questions

When and how do I pay Association Dues?

Annual assessments are mailed to each homeowner by the 15th of January. Payment is due by the 1st day of February. A late fee will be assessed on all payments not received or postmarked by February 15. Payments may be made by check payable to "LLCA" and mail to....

*Landis Lakes Community Association
c/o Mulloy Properties
PO Box 436989
Louisville, KY 40245-6989*

or by Credit Card/E-check at **www.mulloyproperties.com**

PLEASE NOTE:

Landis Lakes Recreation Dues are separate. The annual fee is mailed to each homeowner the end of November and is due on the first of January. Payments may be made by check payable to "LLRA" and mail to...

*Landis Lakes Recreation Association
c/o KY Realty
3944 Bardstown Road
Louisville, KY 40218*

If I don't pay my association fees, what happens?

The Annual Assessment will be mailed to you by the 15th of January. If you have not received it by that date, please contact our Property Manager, Andrea Orangias, at 502-498-2410. Payment is due by February 1. The assessment is deemed delinquent on February 15. A late notice letter will be mailed to you reminding you the assessment is past due and you are subject to a late charge of \$25.00. Payment will be due by March 1st. A second notice will be mailed on March 1st if the required payment has not been received. The payment is due by March 15th. A third notice of the past due assessment will be mailed on March 15th and payment is due by April 1st. If that payment is not received by April 1st, legal action will be initiated. A Notice of Intent to lien will be prepared and sent to you by certified mail. You will also be subject to an additional charge of \$25.00. See Policy – Annual Assessments.

What is a Lien?

A lien is a monetary claim levied against a property for unpaid dues or other charges. It is attached to the property and must be recorded in the Property records of the county of residence. If a lien is in place, the property owner has very limited ability to do anything involving the property until the lien is satisfied or removed. Owner will be responsible for all legal fees involved.

When are the community's trash days?

Garbage collection is picked up every Thursday. When we have one of the following holidays...

- New Year's Day
- Memorial Day
- Fourth of July
- Labor Day
- Thanksgiving
- Christmas

garbage collection is the next day, Friday.

Yard Waste collection is picked up every Wednesday beginning with the first Wednesday in April through January 15.

Recycling collection is picked up every other week utilizing 65 or 95 gallon rolling cart.

What are parking rules and regulations?

A bus, mobile home, motor home, trailer, camping unit, camping vehicle or boat should not be parked or kept on any lot except in the garage or on any street for more than two (2) days.

No commercial vehicle should be parked or kept on any lot or street in excess of four hours unless used as a temporary construction or repair activity of the lot. No vehicle should be parked over night on any street.

If you have several visitors at your home, please ask them to park on one side of the street. Our streets are narrow and it makes it extremely difficult for drivers to drive through them when both sides of the street have parked cars.

I have out-of- town company coming to stay several days at my house. Is it a violation for my guest to park overnight on the street?

No, it is understood that from time to time each homeowner may have guests who need to park overnight. However, all residents are required to park in their driveway or garage.

Who is responsible for upkeep of common areas?

The Landis Lakes Community Association's Board of Directors is responsible for the upkeep of common areas. If you notice something not quite right, please contact our Property Manager, Andrea Orangias, at 502-498-2410. Her e-mail address is aorangias@mulloyproperties.com.

There is a dead/dying tree on common property near my house. Some of the branches on the tree are in my yard. What do I do?

Anything that encroaches over your property you can cut. If there is a dead tree in the common area which was there when you purchased your home and it falls and does damage to your property, you are responsible for the damage. If a new tree (planted after you moved into your home) falls and does damage to your home, the association is responsible for the damage.

What do I do if I notice that a street light is out?

Call LG&E to report the location of the street light that is out at 502-589-1444 or send an e-mail to bsclighting.lge@lge-ku.com.

How can I contribute to my community?

- Volunteer to help plan projects to beautify the neighborhood.
- Volunteer to help plan neighborhood social events.
- Submit an article for the quarterly newsletter

What can I plant in my yard?

Flowers, normal ornamental landscape are acceptable. Vegetables in the front yard, invasive plants that will affect a neighbor, and bamboo plants are not allowed.

What items can I place in my yard?

Tasteful statuary that is not too large or offensive is acceptable. If in doubt, contact a member of the Board of Directors.

If I am having a problem with a neighbor for a violation of the Policies and Guidelines, what can I do?

Contact Property Manager, Andrea Orangias, at 502- 498-2410. Her email address is aorangias@mulloyproperties.com.

How do I reach the Management Company?

Call 502- 618-5900, main line, direct line 502-498-2410.
For an emergency, nights and weekends, call 502-664-3966.

What restrictions are there in the Association?

Our association has governing documents made up of the Covenants, Conditions and Restrictions (CC&Rs) and Bylaws. The CC&Rs state the restrictions in the Association, explain what the Association is responsible for and what the Homeowner is responsible for. The Bylaws dictate how the Association operates as an organization. You can view them at mulloyproperties.com under Community Downloads or from the Landis Lakes website under the menu option of *LLCA and LLRA Information*.

My neighbor's dog continually barks. Who do I call?

You need to contact our Property Manager, Andrea Orangias, at 502-498-2410. Her email address is aorangias@mulloyproperties.com or contact Animal Control at 502-333-9072.

Homeowner Issues

If a homeowner has a concern in regard to the maintenance of common areas, property values, Community Association regulations or issues with another homeowner, please contact Andrea Orangias, Mulloy Properties Property Manager, at 502- 498-2410. She will address the issue quickly and will inform board members about the concerns.

Do I need approval to make changes to my home?

If you are planning on any home improvements including adding fences, outdoor lighting, major landscaping changes, etc., you must complete an Architectural Review form and submit it to a Board member. Architectural modification to the home requires approval by the Board of Directors prior to construction or placement on any lot. One of the main responsibilities of the board is to ensure adherence to our community's CCRs (Covenants, Conditions & Restrictions) to help maintain the integrity of the neighborhood.

How do I get approval to make the changes to my home?

You can request an Architectural Review application from Andrea Orangias, Mulloy Properties Property Manager, at aorangias@mulloyproperties.com or by fax 502-498-2422 or USPS to:

Mulloy Properties
PO Box 436989
Louisville, KY 40253-6989
Attn: Andrea Orangias

How are my Association fees used?

A copy of the annual budget is sent to each homeowner with the letter requesting payment of dues. The biggest expenses in the budget are Electricity, Landscape, Snow Removal, Management Fees, General Repairs/Maintenance and Insurance. The complete list is below...

Water-Irrigation	Association Management Fee
Electricity Common Areas	Copies & Postage
Landscape	Legal Fees
Irrigation Repairs	Community Relations
General Repairs/Maintenance	Annual KY Filing Fee
Snow Removal	Reserve Fund
Insurance – General	