

# STILLWATER III HOMEOWNER'S ASSOCIATION, INC.

*C/O SunVast Properties, Inc.*

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December 30, 2019

Dear Stillwater III Homeowners,

I just wanted to keep everyone up to date on a couple of changes that were approved at the last board meeting.

Plant replacement: Motion passed to go back to original landscape procedure. Dead plants require a WORK ORDER sent to the property manager (picture always helpful). A like or similar plant will be replaced at HOA expense.

Article II Section 12 of the Stillwater documents require that ONLY the HOA can remove and replace plants. Plants will be replaced only by the current landscape contractor.

Work orders can also be used to identify irrigation issues and any general maintenance regarding pool, clubhouse and gates, etc.

When do I need an ARC (architectural control) form? Article VI (Architectural Control) No dwelling, building, landscaping, color change, additions, exterior alterations, or other improvements to a lot cannot be erected until approved by ARC.

The Board of Directors will act as the ARC committee until such time as a committee is appointed. Please forward requests to James Ro. Please make sure your form is complete including a survey(plat).

When do I use Work Order? Anytime that the HOA is responsible for repair or Maintenance.

When do I use ARC form? Anytime that a change is made anywhere on my unit.

I hope that this clears up questions that recently came to my attention on what forms to use and when.

Regards,  
Jerry Sorgenfrei, Pres.  
Stillwater III