

## Lake Ridge Owners Association

Welcome to your new home in Lake Ridge Townhomes and to membership in the Lake Ridge Owners Association (LROA). Your homeownership grants you full membership in the Association as well as residential status in the greater community of Shoreview, Minnesota.

Townhome living is unique. It combines many of the benefits and conveniences of both apartment living and single-family homeownership. As with any community, it also contains certain guidelines, rights and responsibilities established to maintain the overall attractiveness and well-being of our community for the benefit of the owners, their families, and guests.

The attached materials will answer many of your immediate questions and help you transition to townhome living in Lake Ridge. Each homeowner's thoughtfulness, cooperation and participation are essential ingredients to making our community an enjoyable place in which to live.

For further clarification and information, please see the Rules and Regulations and the governing Documents. These documents are located on our website at [www.lakeridgehoamn.com](http://www.lakeridgehoamn.com) and are currently being updated. If you have questions or need assistance, please feel free to contact a Board member or the Association Property Manager:

Association Experts  
Jim Schumacher, Property Manager  
3625 Talmage Cir. Ste 202  
Vadnais Heights, MN 55110  
[lroa@association-experts.com](mailto:lroa@association-experts.com)

### Introduction

Following are some general guidelines about parking, trash pickup, recycling, mailbox operation, pets, dues, insurance, property maintenance, and association meetings. These represent a quick overview and are more thoroughly explained in the Rules and Regulations document. This document, as well as all LROA governing documents, are posted on our website at [www.lakeridgehoamn.com](http://www.lakeridgehoamn.com) and include the Articles of Incorporation, Lake Ridge Bylaws, Declarations and Amendments, Rules and Regulations, and the Board of Director's Description of Rules and Responsibilities. These documents explain how the Association operates and your rights as an owner.

### Parking

Vehicles may be parked in the garage or on the 20-foot apron directly in front of the garage. There is no parking in front of mailboxes or driveways, in lanes providing access to driveways, or in turnarounds or grassy areas. This applies to everyone.

## **Trash/Recycling**

**Trash** – Regular pickup is *Thursday mornings*, or Friday mornings for holiday weeks that include Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving, Christmas, and New Year’s Day. Trash must be placed in the container provided; any items not in the container will not be picked up. If you have large items that do not fit in the bins, please call the trash hauler to arrange a special pickup.

**Recycling** – Approved materials are picked up weekly on Thursday mornings or Friday mornings for holiday weeks. Place your recyclables in the gray containers provided by the City of Shoreview (651-490-4650). Call the city if you need a larger container for recyclables or you may reach them online via [www.shoreview.gov/recycling](http://www.shoreview.gov/recycling).

Recycle and trash containers should be returned to your garage the day they are emptied and kept in the garage except when in use on pickup dates. The evening before pickup, place your containers in the street, against the curb without blocking mailboxes, driveways, or fire hydrants. **PLEASE NOTE THERE MUST BE AT LEAST 3 FEET BETWEEN EACH CONTAINER WHEN PLACED IN THE STREET.**

**Churchill Street/Bridge Court:** Place trash on north side of driveways, recycling on the south side of driveways.

**Bridge Street:** Place trash on east side of driveways, recycling on the west side of driveways.

## **Mail/Mailboxes**

Mail delivery is every day except holidays, with occasional delivery on Sundays. Your mailbox is identified with your house number. Each mailbox has its own key. In the event keys are lost, contact the Association Property Manager to replace the lock and receive new keys. Cost is \$50.00 to the homeowner.

## **Pets**

Lake Ridge is a pet friendly community. Each homeowner may have up to 3 pets (2 dogs). According to Section 801 of the City Code, dogs and cats must be licensed ([www.shoreview.mn.gov/services/animals](http://www.shoreview.mn.gov/services/animals)). You can secure a license through the City of Shoreview and work with your veterinarian to maintain vaccinations. Pet animals of any type are not allowed to run off-leash at any time or place within Lake Ridge Townhomes. Please use a 6 foot or shorter leash when walking your pets and be sure to pick up all pet waste.

## **Association Dues**

Association dues are assessed and payable quarterly on January 1, April 1, July 1, and October 1, or monthly on the 1<sup>st</sup> of each month. Checks should be made payable to: Lake Ridge Owners Association and deposited in the Association mailbox marked 1065 Bridge Street (at the north end of Churchill Street). You may also mail your check to:

Association Experts  
Jim Schumacher, Property Manager  
3625 Talmage Cir. Ste 202  
Vadnais Heights, MN 55110  
[lroa@association-experts.com](mailto:lroa@association-experts.com)

## Insurance

Each homeowner is required to carry and maintain a supplemental H06 policy covering the contents of their home, as well as Special Perils and Personal property, and Liability Insurance of at least \$500,000. The Association should be listed as an “additional interested party.”

## Lawn Maintenance

The Association contracts for mowing, edging, fertilizing (spring and fall) and leaf removal in the fall. Each homeowner waters their own lawn, cleans up after pets and takes care of general maintenance (seed/sod as needed).

## Snow Removal

The Association contracts for snow removal from driveways, parking pads, and front steps after a snowfall of 2 inches or more. Snow removal is done after the snow has ceased falling.

## Exterior Changes/Maintenance/Plantings

Owners are also responsible for the exterior maintenance of their home, including painting and repairs.

To make changes to the grounds or exterior of your home (including the installation of dish or cable), submit a request to the Association’s Property Manager outlining the desired changes/additions. It will help to include pictures, diagrams, and product information in support of your project. Your written request may be placed in the Association mailbox at 1065 Bridge Street, Shoreview, MN 55126 or emailed to [lroa@association-experts.com](mailto:lroa@association-experts.com). Association mail is picked up regularly.

Owners are responsible for the care and maintenance of the trees, shrubs, bushes, and other plantings located within their lot, including but not limited to watering, pruning, and removal of trees, shrubs, bushes, and flowers.

## Meetings

Association monthly meetings are (usually) held on the third Tuesday of each month, beginning at 6:30 p.m., via Zoom or at the Shoreview Community Center. The LROA Annual Meeting is held in November. You will receive separate notifications of date, time, and location for the regular and Annual meetings. ***Association members are welcome to attend any of the monthly meetings and are encouraged to attend the Annual Meeting.***

## Rules and Regulations

It is the responsibility of all homeowners to review and familiarize themselves, their families and guests with the Rules and Regulations which are available on our website at [www.lakeridgehoamn.com](http://www.lakeridgehoamn.com).