



FLUMMERFELT COMMUNITIES



*Country Club Estates *Heather Glen *Knollridge *Four Seasons
*Shady Grove *Meadow Lane *Homestead Colony *Eagle Pointe

April 30, 2021

To Our Valued Community Tenants:

We hope this letter finds you healthy and well. We have been dealing with this pandemic for well over one year now. It seems there may be a light at the end of the tunnel, but we must remain vigilant.

We are doing our part to keep everyone safe. Our Meadow Lane office will be locked. The Four Seasons office will be available by appointment only, and masks will be required. Our Nevada office will be open, but masks will be required to enter, as well. Please use the drop boxes or call the manager, if you need personal assistance. Please conduct any business you can, by phone, email, or drop box. **We will not be accepting cash.** If you do not have a checking account, please use a cashier's check or money order. When making payments in the drop boxes, please be sure to include your name and address with the payment.

We hope we are nearing a time when things can go back to normal.

As a reminder, any clean-up or home maintenance we are requesting is required by park rules, and we are here to help.

Spring and Summer Reminders

Clean-up:

Rake your lawn, and bag your small sticks and leaves and set them on the curb. As a courtesy, our staff will come by to haul away your bags. Dog waste must be picked up and properly disposed. **DO NOT** put dog waste in your lawn refuse bags. Dog waste is to be picked up daily.

Home Maintenance:

Inspect your home and skirting for any damage. Any damaged skirting must be replaced. Contact our Nevada Office, 515-382-2020, to purchase skirting at discounted prices. Park approved skirting is Trugard brand for white vertical skirting, and EverRock vinyl stone skirting in gray or brown. Some homes will need to be pressure washed to remove moss/mold. Wood sheds must be painted and in good repair. Any new awning must be a pre-manufactured aluminum product. Please contact management about approved awnings. **Any exterior home improvements must be approved by management.**

Decks and Patios:

Patios, yards, and decks are not storage areas. Please keep them picked up at all times. ALL decks are to be stained and in good repair. **Translucent deck stain is highly recommended.** Contact management for color approval. All new decks will need to be skirted to match home. Lattice is not allowed.

Lawn Care:

Please keep your lawns in a well-groomed fashion. Mowing and trimming must be done at the same time. Kids toys need to be put away after each use. Nothing is to be stored outside. Tenants are responsible for treating lawns for weeds and pests. If your lawn is in need of mowing, we may leave you a one-day notice to remedy the situation. These notices start with the word please, and are only meant as a reminder. During the growing season lawns may need mowed and trimmed more than once each week. If for some reason you will be unable to mow and trim your homesite, i.e., you will be gone, sickness, mower isn't running, etc., please let your manager know, we may be able to help. **The care and appearance of your homesite is very important, and is your responsibility.** If we have to mow, trim or rake your homesite, these are our fees. We do not want to do this work for you.

Mowing Lawn	\$50.00
Trimming Homesite	\$50.00
Raking Lawn	\$25.00 Per Hour

Vehicles:

Please utilize the guest parking or parking lots. Each home is allowed two cars unless an additional parking pad has been poured. All vehicles must have current plates and be in good repair. **Guest parking is for guests only, and is not to be used by tenants with more than two cars.** If you need an additional parking pad, please contact your manager. Please adhere to the posted speed limit signs. Slow down for the safety of residents and neighbors.

If You Are Selling Your Home:

The first step is to contact your park manager. We will do an exterior resale inspection of your home. Any inspection items will need to be completed prior to final sale of your home. **All potential buyers must go through our application process and be approved by management prior to sale.** Our application can be printed from our website, www.flummerfelthomes.com Our sales staff is a great resource, for selling your home. They are the experts in marketing and sales of our product. For the Ames/Nevada markets please call April or Matt at 515-382-2020.

Tenant Referral Program:

We had great success with our tenant referral program, introduced last year! Thank you! For any referral of a new tenant, that results in the purchase of one of our new or used homes, you will receive one month's free lot rent.

All home, skirting, deck, and shed repairs, as well as, lawn clean-up work must be completed by May 31st, 2021, including any staining or painting.

We know you are as interested, as we are, in keeping up the pleasing appearance of our park, and your neighborhood. Please let us know if you have any questions or concerns. Let's have a successful spring and summer!!

**Country Club Estates
Heather Glen
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