

SHAVANO OAKS COMMUNIQUE

June 2007

Board Actions

The next quarterly board meeting will take place on the 17th of July 2007.

New Work Request System:

Your Board of Directors, with the cooperation of Kyse and Associates Management, will begin using a new method for tracking routine maintenance requests using written work orders beginning with your receipt of this newsletter. A Work Order Box and forms are in place. The black box containing the forms is located at the back of the clubhouse near the bulletin board. The procedures is as follows:

1. The requester will complete the form and keep a carbon copy. The original will be placed in the box labeled "Work Orders".
2. Kyse and Associates maintenance staff will collect the forms twice a week.
3. The work will be scheduled. The requester will only be contacted if more information needs to be exchanged.

Emergency work requests will still be handled by directly contacting either a board member or Kyse and Associates. In this circumstance, no work order will be required.

Please contact a board member if you have any questions concerning this notice.

Patio Canopy/Umbrella/Secured Patio Cover Guidelines

If you are thinking about adding some type of patio cover to your property, Shavano Oaks has provided some guidelines to ensure that the cover does not become a community hazard.

1. A secured patio cover is an option. The metal-framed cloth covered units are quite capable of remaining in place without concrete footings if they are properly secured with anchors.
2. A Patio Canopy or Umbrella is also suitable if installed with concrete footings that provide wind shear protection.

These types of patio covers still require Architectural Control Committee (ACC) review and approval of the proposed method of anchoring. The homeowner would be required to provide a glossy brochure with the ACC form.

The homeowner can obtain the ACC request form by calling KYSE Management at the number below.

Yard Decorations:

It is the Association's responsibility to maintain the common area. Please place all common area yard decorations in a manner that will not impede the landscape maintenance crews, block sprinkler patterns or damage the turf. If yard decorations are displayed in celebration of a season or holiday, please remove them when the season or holiday is over. Remember, due to proximity, that when you decorate your yard you are decorating your neighborhood. Please consider your neighbors and the overall landscape theme when you plan.

Parking:

Parking in front of the clubhouse is reserved for clubhouse events only.

Visitor parking is located in the following areas:

- On Bending Oak - across from 4511 Bending Oak
- On Arbor Oak - across from 14205 Arbor Oak
- On Arbor Oak - across from 14214 Arbor Oak
- On Winding Wood - At the corner of Winding Wood and Arbor Oak
- On Winding Wood - At the corner of Winding Wood and Burlwood
- On Winding Wood - At the corner of Winding Wood and Bramblewood

Parking on the curbs is discouraged because it does not allow a clear view of the street and individuals could be hit while exiting from or walking between cars. For the safety and convenience of all residents, please do not allow your visitors or employees to park in the street , on the curb or sidewalk. As a reminder, the curbs and sidewalks are not reinforced to accommodate the weight of a motor vehicle.

Garbage Receptacles:

The Shavano Oaks CC&Rs state the following (Sec. 6.10 Garbage and Refuse Disposal):

“No cans, bags, containers or receptacles for the storing or disposal of trash, garbage, refuse, rubble, or debris shall be stored, kept, placed or maintained on any lot where visible from any street, except solely on a day designated for removal of garbage and rubbish and on which days only such cans, bags, containers, and receptacles may be placed in front of a residence and beside a street for removal but **shall be removed from view before the following day...**”

Painting and Siding

The next major projects that will begin in the community are the painting and siding needs in the community. This will be a multi year project and after the July 2007 Quarterly Board Meeting we will provide more details.

Tree Trimming

The trees are growing and growing due to the plentiful rains. As a reminder – the trees in the back yards or inside the residence gates must be trimmed when they begin to lean on the roof. This is the homeowner’s responsibility.

THANK YOU, THANK YOU!!

The Shavano Oaks property landscaping is being upgraded. This activity has been taking place over the past couple of months and Shavano Oaks is becoming a ‘Show Place’. This is your money at work but a BIG THANK YOU goes to the person who has taken significant interest and pride in our community - Ray Trevino.

Ray presented the community with the beautiful potted flowers in the front of the clubhouse. So, if you see Ray or one of his crew – stop and say ‘Thanks’.

Newsletter:

Items for the publication in this newsletter should be submitted by email to mmgehri@aol.com, or by bringing a note to 14102 Burlwood (Mike Gehri) or by calling 492-7074.

| Board of Directors | | |
|---------------------------|----------------|----------|
| Paula J Kummer | President | 408-7730 |
| Jane Wirtz | Vice President | 493-9332 |
| Mike Gehri | Secretary | 492-7074 |
| Noel Osborn | Treasurer | 493-1711 |
| Mike Settles | Member | 479-1751 |

Requests/Concerns – Shavano Oaks residents should communicate **ALL** requests and concerns to the KYSE Management Company and KYSE Management Company will communicate the decision.

KYSE & Associates Management Co., Inc.
Office Manager
8930 Wurzbach, Ste 270
San Antonio, Texas 78240
Phone - (210) 344-2222 FAX - (210) 692-1470

Oscar Gordon
Vickie Field