The Springs at Santa Rita Homeowners Association, Inc. Owner's Handbook

Updated October 2026



MISSION STATEMENT

The mission of The Springs at Santa Rita Homeowners Association, Inc. (the "Association") is to promote a friendly, safe and enjoyable community where property values are enhanced by maintaining Common Areas and upholding community standards.

VISION STATEMENT

The Association's Board of Directors envisions a community in which:

1. Friendliness, respectfulness and caring for one another are primary characteristics.
2. Owners meet or exceed the requirements of the Covenants, Conditions and Restrictions (CC&Rs) and policies of the Association.
3. A spirit of volunteerism is promoted to encourage pride in and commitment to the community.
4. Owners maintain their properties to meet or exceed community standards.
5. A variety of events and programs are planned and implemented to provide social and service opportunities to residents and their guests.
6. Common Areas are well maintained and comply with the Master Landscape Plan. Association streets, buildings, and utilities are well maintained.
7. The security and well-being of all are enhanced through neighborly awareness and activities such as Emergency Response planning.
8. Sound stewardship of community resources is ensured by following established operating and capital financial practices.
9. Participation in community life is encouraged by the Board through transparent conduct and timely communications to Members about Association operations.
10. Noncompliance with community standards is addressed by following documented processes that are timely, fair, reasonable and objective.

GUIDING VALUES

In fulfilling our mission and achieving our vision we value honesty, fairness, consistency, equity, efficiency, effectiveness, transparency, common sense, participation, respect, cooperation and neighborliness in all our actions.

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This Handbook is a compilation of pertinent provisions of the Community Documents, which are discussed in the next Section.[1] There are links to the pertinent provisions of the CC&Rs and to various county, state, and federal laws and regulations referenced throughout the Handbook. It is incumbent on each Owner to ensure compliance with the Community Documents by all occupants of his/her Dwelling Unit, including renters and guests.

This Handbook was initially approved by the Association's Board of Directors on February 21, 2017 and therefore is effective as of that date. The **most current version** of this Handbook, reflecting subsequent actions of the Board, is available on The Springs website https://www.thespringshoa.org under Governing Documents, along with other documents related to the functioning of the Association.

I. GENERAL INFORMATION

1.1. What are the Community Documents and Why Do They Matter?

The Declaration of Covenants, Conditions, Restrictions and Easements for The Springs at Santa Rita (CC&Rs) is a legal document recorded with Pima County that establishes the obligations and responsibilities of Owners and of the Association and also contains restrictions that apply to use of property in The Springs. The applicable provisions of the CC&Rs, along with the Bylaws and actions of the Board, establish the "Community-Wide Standards" for The Springs. "Community-Wide Standards" means the standard of conduct or maintenance generally prevailing throughout all of The Springs at Santa Rita. Each new Owner signs a statement that acknowledges that the Owner's acceptance of the CC&Rs, Bylaws, policies and rules of the Association constitutes a contract between the Association and Owner. Noncompliance can lead to activation of enforcement action.

1.2. What is the purpose of the Homeowners Association?

The Association is a non-profit Arizona corporation whose purpose is to transact any and all lawful business on behalf of The Springs community. The Board of Directors shall conduct the affairs of the Association in accordance with the Community Documents.

1.3. How do Owners address concerns to the Board of Directors?

Owners and residents are encouraged to attend monthly Board meetings. Owners can also communicate with the Board of Directors by mail or email through the Association office or website. All concerns or questions must be in writing and signed. To mail a signed letter outlining your concern(s) and/or questions, please mail it to 951 W Via Rio Fuerte, Green Valley, AZ 85614. You can also put your letter in the box outside the HOA office up at the entrance gate instead of mailing it. To email your concerns/questions, please send them to the Board by emailing to hoa@thespringshoa.org. PLEASE do not contact Board members directly by mail, phone or email.

1.4. What is the Architectural Review Committee (ARC)?

The Architectural Review Committee is responsible for the administration of the Architectural Design Guidelines and reviews all applications for construction or other exterior modifications on a Lot, as well as enforcing non-architectural violations of the community-wide standards.

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[1] This Handbook is not intended to replace any of the Community Documents except as specifically stated. If there is a conflict between the CC&Rs and this Handbook, the CC&Rs prevail. The Rules and Enforcement Policy set forth in this Handbook are the latest versions and in case of conflict with earlier rules or policies, the provisions in this Handbook will prevail.

II. GENERAL RULES AND REGULATIONS

2.1. Age of Occupants: No minor less than 18 years of age shall reside in any Dwelling Unit for more than three months during any 12-month period. All Dwelling Units, including rentals, must have one person in occupancy aged 55 years of age or older. Refer to the CC&Rs Article 2, Sections1-5 ***(see page 5 of the CC&Rs, Age Restrictions)*** for detailed information.

2.2. Bells & Wind Chimes: Bells and Windchimes are NOT allowed. Refer to the CC&Rs Article10, Section 16 ***(see page 30 of the CC&Rs, Nuisances)*** for detailed information about nuisance activities and practices.

2.3. Business Activities: Generally, no trade or business may be conducted in or from any property in The Springs. Refer to the CC&Rs Article 10, Section 5 ***(see page 28 of the CC&Rs, Business Activities)*** for detailed information.

2.4. Entrance Gates: The entrance gates are closed daily overnight. Contact the HOA office (520-648-1699 or email hoa@thespringshoa.org) to obtain the gate code. The entrance height clearance is 13'7". Please alert moving companies and/or delivery services about this restriction. A smaller truck may be required to shuttle the furniture from a larger truck outside the front gate.

2.5. Owners' Responsibility for Lots & Exterior Maintenance: All Owners, even if absent, are responsible for seeing that their Lot is appropriately maintained. Per our designation as a Firewise Community, this includes keeping yards weed free year-round and removing any trees or shrubs that cause damage or are dead/dying. Any damage to HOA sidewalks must be repaired at the expense of the Lot Owner. Refer to CC&Rs Article 9 and Article 10 ***(see page 26 of the CC&Rs, Maintenance Obligations of Owners and page 27, Use and Occupancy Restrictions)*** for more detailed information.

2.6. Trees, Shrubs, Plants & Ground-Cover Policy:

A. The community sidewalk must be clear of any debris, rocks, or plants beyond the inner edge, providing a clear area up to a height of seven feet. Shrubs and trees shall be pruned to avoid an over-grown appearance.
B. Some properties require maintenance behind their back wall and this is the responsibility of the Owner.
C. Lot line and other landscaping issues between neighboring properties need to be resolved between Owners.
D. By Arizona law the retention of views is not guaranteed unless explicitly stated in the CC&Rs. Since the CC&Rs of The Springs at Santa Rita do not explicitly provide for the right of retention of views, views are not guaranteed. Neighbors are encouraged to work together to resolve differences.

2.7. Flag Display Policy: The only flags on one's private property allowed by HOA rules are those that are consistent with Arizona State law as applied to planned communities Arizona Statute 33-1808 and applicable provisions within the federal flag code (https://usinfo.org/enus/life/symbceleb/flagcode.html). See Flag Display Guidelines for more information. Garden flags no larger than 12" X 18" are permitted.

Flag poles may be displayed in the front yard or backyard of a Lot but cannot exceed the height of the Dwelling Unit by more than one foot. No more than two (2) flags are permitted to be displayed at once.

2.8. Political Signs/Flags: Posting political signs must conform to applicable State of Arizona and Pima County regulations. Arizona Statute 33-1808 governs political sign display laws. Signs are restricted to private property with owner permission and are limited in aggregate size to a total of 9 square feet.

2.9. Other Signs Display policy: Refer to CC&Rs Article 10, Section 20.1-20.4 and Section 20.6 ***(see page 33 of the CC&Rs, Signs)*** for detailed information. OPEN HOUSE hours must be between 8:00am and 6:00 pm.

2.10. Garage Doors: Garage doors should be kept closed unless you are actively walking/driving in/out or you are engaged in a project that requires access to an open garage over a period of time during the day. Open garage doors are an invitation for snakes and other unwelcome "visitors". Refer to CC&Rs Article 10, Section 11 ***(see page 30 of the CC&Rs, Garages)*** for detailed information.

2.11. House Number Lighting: Address fixtures (i.e. the light above your house numbers) are to be illuminated and free of obstruction to be easily visible from the street. The HOA provides special light bulbs for these fixtures that automatically illuminate daily from dusk to dawn. Association volunteers periodically check for burned out bulbs and replace them. If your bulb burns out, please contact the Association office if it has not been replaced in a timely manner. Please only use the bulbs provided by the HOA in these light fixtures.

2.12. Parking and Vehicle Storage:

A. The general rule is that vehicles **(including legally licensed golf carts)** may be parked in garages or driveways of a lot only and not on public or private streets. When parked, vehicles shall not obstruct the sidewalk.
B. Short-term parking is allowed on the street in front of the residence for visitors but no parking on the curbs or sidewalks is permitted at any time. Overnight parking on the street is prohibited with the exception of overnight guests, and then only when the driveway and garage are fully occupied. Long term street parking of vehicles is prohibited.
C. Other recreational vehicles (non-licensed golf carts, ATVs, motorcycles, etc.) may not be parked in the driveway, street, or on the exterior property but must be parked/stored in the garage at all times when not in use.
D. Residents are not allowed to use their driveways for storage. Vehicles parked in the driveway must be driven on a regular (weekly) basis.

Refer to CC&Rs Article 10, Section 26.1-26.7 ***(see page 34 of the CC&Rs, Vehicle Use, Parking and Storage)*** for further detailed information.

2.13. Pets:

A. All Pima County Leash Laws apply in The Springs.
B. Penalties for violation of the Pima County regulations include up to $750 in fines, four months in jail, and two years of probation. Violation of the County leash law is a criminal offense. Citations are issued only when an officer witnesses the violation, or if a witness provides a photo or video of the offense along with the address of the pet owner, or if two witnesses from different households verify the offense.
C. No more than two dogs per household will be allowed.
D. Pets are not allowed in Perry Park, which is a designated picnic park here in the Springs.
E. No dog runs or animal enclosures are permitted on any Lot.

Refer to CC&Rs Article 10, Section 3 ***(see page 28 of the CC&Rs, Animals)*** for further detailed information.

2.14. Renting:

A. An Owner is responsible for all violations of the Community-Wide Standards by his/her tenants.
B. At least one occupant of the rental property must be 55 years of age or older.
C. Minimum rental term is 30 days.
D. Tenant must be provided with the Tips for Tenants document by the homeowner or the homeowner's designated agent.
E. Landlord must provide the HOA with a copy of a fully executed Landlord & Tenant Agreement at the inception of any lease agreement with any tenant.
F. The Board may adopt additional requirements for rental properties in accordance with Arizona Revised Statute Section 33-1806.01.

Refer to CC&Rs Article 10, Section 17 ***(see page 31 of the CC&Rs, Renting)*** and Arizona Revised Statute 33-1806.01 for further detailed information.

2.15. Streets and Sidewalks: The structural integrity of common area streets and sidewalks is maintained at the Association's expense. Residents must take care not to damage, dirty, or misuse streets and sidewalks so as not to incur unnecessary expenses or cause dangerous conditions. Whenever landscaping, remodeling, or any other activity requires use of street or sidewalk space for temporary storage of gravel, rocks, dirt or any other material, care must be exercised to protect the surface from cracking and other damage. Long-term (two weeks or more) use of street or sidewalk space for material storage is not allowed. For additional information, please refer to our Streets and Sidewalks Information Sheet .

2.16. Tanks: No tanks exceeding 20 pounds or 5 gallons, either elevated or buried, shall be erected, placed, or permitted upon any Lot.

2.17. Trash and Garbage: The HOA contracts with a waste management company for waste removal. Homeowners are not permitted to contract with any other waste management company for waste removal. Under that contract, trash and recyclables are picked up on certain days. Trash should be put out the morning of pick-up only. Garbage and trash containers must not be visible except on the dates of regular garbage pickups. Trash containers should be placed clear of the sidewalk but not in the street. Refer to CC&Rs Article 10, Section 25 ***(see page 34 of the CC&Rs, Trash Collection and Containers)*** for detailed information.

2.18. Outside Burning: No outside burning is permitted, except that specifically permitted is a wood-burning or propane outdoor fireplace. Refer to CC&Rs Article 10, Sections 12 ***(see page 30 of the CC&Rs, Hazardous Activities Prohibited)*** for detailed information.

2.19. Wildlife Feeding: There shall be no feeding of any wildlife except hummingbirds. Refer to CC&Rs Article 10, Section 3.7 ***(see page 28 of the CC&Rs, Animals)*** for detailed information.

2.20. Outdoor Decorations: All outdoor decorations must be tasteful, preferably in a Southwest motif and not excessive. If you have any doubts before installation, submit a request to ARC for approval.

2.21. Home Security Cameras: Security cameras (with or without audio recording capabilities) located at entry/exit points to a residence on a Lot (i.e. front doors, patio doors, garage doors, windows) ***DO NOT*** require prior submission to and approval from the Architectural Review Committee. While homeowners can install security cameras on their own property, directing a camera at areas where neighbors have a reasonable expectation of privacy may constitute an invasion of privacy. Cameras should be positioned to capture the homeowner's property without intruding on neighboring properties or private spaces like bedrooms, bathrooms, windows, walled- or fenced-in areas, doorways, etc. Arizona State Statute prohibits audio recording of conversations without the documented consent of at least one person who is party to the conversation. As such, audio recording should be disabled on your security camera. Owners are encouraged to communicate with their neighbors before installing such devices, and to post appropriate signage on the Lot. The installation of a reasonable number of signs on a Lot indicating that security cameras (with or without audio recording capabilities) are in use is permissible. Refer to CC&Rs Article 10, Section 20.4 ***(see page 33 of the CC&Rs, Signs)***. For more detailed information on statutes governing audio and video recording in Arizona, please refer to Arizona Revised Statutes §13-3005, §13-3019 , §13-3732, and §12-731.

III. ARCHITECTURAL DESIGN RULES AND REGULATIONS

3.1. Architectural Review Committee: The purpose of the Architectural Review Committee (ARC) is to ensure the maintenance of Community Wide Standards as provided in the CC&Rs for the benefit of all Owners and the community. The following Architectural Design Rules are intended to have The Springs homes reflect an architectural quality and style consistent with the natural beauty of the Sonora Desert and Green Valley. Refer to CC&Rs Article 4, Section 3 ***(see page 11 of the CC&Rs, Architectural Review)*** for detailed information.

3.2. Painting: Painting of the exterior of your house and trim ***DOES NOT*** require ARC approval, but colors **MUST ADHERE** to the Exterior Paint and Stain Policies on the website. **Failure to adhere to ARC Paint rules will result in enforcement action by the Association with potentially significant expense and inconvenience to the Owner. Please be sure that you and/or your painting contractor comply with the Association's paint color requirements. If uncertain, you are encouraged to consult with the ARC before proceeding.**

All of the following ***DO*** require ARC approval prior to installation or construction:

3.3. Antennas, Satellite Dishes, Solar Panels, and Phone Wires: Placement of antennas, solar panels, and satellite dishes should be coordinated with the ARC so that they are not visible from the street or neighbors' houses. All visible wires (antennas, dishes, phone, etc.) must be painted to match the color of the stucco. Refer to CC&Rs Article 10, Section 2 ***(see page 27 of the CC&Rs, Aerials)*** for detailed information

3.4. Building Additions: Any construction, erection or placement of anything permanent or temporary on the outside portion of any Dwelling Unit is not permitted without prior approval by the ARC. Refer to CC&Rs Article 4, Sections 1-4 ***(see page 10 of the CC&Rs, Architectural Review and Landscaping Restrictions and Control)*** and Article 10, Section 4 and Section 6 ***(see page 28-29 of the CC&Rs, Backboards and Clotheslines)*** for further detailed information

3.5. Garage Doors, Metal Gates, Wood Beams, Driveways and Walkways: Garage doors can be painted with flat or satin paint. Coloring of the driveway or walkways is not permitted. Wood beams, posts and trim that are stained instead of painted should be sealed every two years or sooner. Any improvements to walkways or driveways requires ARC approval. Refer to CC&Rs Article 4, Section 2 ***(see page 10 of the CC&Rs, Originally Approved Improvements and Interior Improvements)*** and Article 9, Section 1 ***(see page 26 of the CC&Rs, Owner's Maintenance Responsibility)*** for detailed information.

3.6. Exterior Lighting: All permanent exterior lighting must be approved by the ARC prior to installation. Refer to CC&Rs Article 4, Section 1 ***(see page 10 of the CC&Rs, General Obligation to Obtain Approval)***, and to the Exterior Lighting Policy on the website for detailed information.

3.7. Landscaping: No trees, bushes, shrubs, plants or other landscaping may be planted or placed on any Lot without the prior review and written approval of the ARC. The planting plan shall include the name of the tree, bush, shrub, plant or other landscaping to be installed, the size at full growth, and the proposed location. Refer to CC&Rs Article 4, Section 1 ***(see page 10 of the CC&Rs, General Obligation to Obtain Approval)*** for detailed information.

3.8. Backyard Shade Structures and Sun/Solar Screens(Awnings): Any shade structure, whether permanent or moveable, in the BACKYARD must comply with the HOA's Backyard Shade Structure Policy recently approved by the HOA Board of Directors at its October 13, 2026 Board meeting, as required by Arizona Revised Statute Section 33-1806.01 as amended by HB 2342. Fixed sun/solar screens and frames **visible from the front** or roll down screens on any part of the house may be a light or dark shade of brown, black, beige or match the color of the exterior of the house. Sunscreens need to be hidden behind wood beams or covered with cornice painted the same color as the beam. Bamboo is not approved. Refer to CC&Rs Article 10, Section 28 ***(see page 36 of the CC&Rs, Window Coverings and Reflective Materials)*** for detailed information.

How to Submit Requests to the Architectural Review Committee

Complete an Architectural Request Form, a copy of which can be obtained on the website, and include copies of appropriate plans, samples, drawings, etc. Submit the completed form and supporting attachments to the HOA Compliance Officer by email to hoa.arcagentgv@gmail.com or submit two copies of the form along with one copy of any supporting attachments by placing the request in the HOA Box at the gatehouse or mail it to The Springs HOA/Architectural Review Committee, 951 W. Via Rio Fuerte, Green Valley, AZ 85614. ARC request forms can be obtained on the website at: https://www.thespringshoa.org or by contacting the office.

IV. COMMON AREA RULES AND REGULATIONS

(CC&Rs 5.5; Board Action 12/07/2010)

4.1. Determination of Boundaries between Common Areas & Lots: The Grounds Committee has the authority to make a reasonable determination of the obvious boundary between a Lot and Common Area for the purpose of, but not limited to, landscaping activities.

4.2. Common Area Tree Removal: Trees in the Common Areas and natural park areas will only be removed if they are diseased beyond survival, in danger of falling over, creating a safety hazard to our community or if they are unduly crowding other desirable plants. Any trees or plants removed from the Common Areas or natural park areas may be replaced with some other plant or tree deemed appropriate by the Grounds Committee. The Grounds Committee uses the Master Landscaping Plan of all the parks as a guide for plant replacement and maintenance.

4.3. Common Area Tree Trimming: Trees in the Common Areas other than the natural park area will be professionally pruned by the landscaping contractor throughout the year as determined by the Grounds Committee. Proper professional guidelines will be followed when trimming any tree in the Common Areas. Under no circumstances are Owners or their contractors permitted to remove, cut, trim or plant trees or other vegetation on Common Area. This is the exclusive responsibility of the Grounds Committee.

4.4. Common Area Tree Request: Any Owner may request that the Grounds Committee look at any tree the individual considers to be in poor health or to be creating a possible hazard to the community. Please fill out the Grounds Committee Request form and return it to the Association Office. The forms can be found on the web at https://www.thespringshoa.org or by contacting the Office.

V. ENFORCEMENT POLICY & PROCEDURE

(Arizona Planned Communities Act: §33-1803 & CC&Rs Article 12)

The responsibilities of The Springs Owners as described in the CC&Rs, By-laws, and in this Handbook are provided in every purchase package. Purchase of any Lot in The Springs binds the Owner to these documents that establish Community-Wide Standards.

Owners who believe another Owner or resident is out of compliance with an Association Restriction or Rule are encouraged to address the concern directly with the pertinent neighbor in a friendly, constructive manner. Resolution at the personal level, if possible, maintains the standards of the community, while at the same time promotes long-term positive relationships within the community. If resolution at the personal level is unsuccessful, the following enforcement procedure can be initiated.

5.1. Enforcement Procedure

A. Notice of Violation. When a violation of the CC&Rs or an Association Rule is noted by or reported in a signed written communication to the Association Office and verified by the Association, a first notice of violation will be sent to the Owner of record (via certified mail) by the Association's representative with a timetable for corrective action, which will be at least 21 calendar days from the date of the notice.

B. Contents of Notice of Violation. The first notice of violation from the Association's representative shall provide at least the following information:

1). The rule or restriction that allegedly has been violated.
2). Action(s) required to cure the violation.
3). The date of the violation or the date the violation was observed.
4). The first and last name of the person(s) who observed the violation.
5). Referral to this Enforcement Policy in the Handbook to assure the Owner is aware of the process he or she must follow to contest the notice.
6). Notice of the Owner's option to petition for an administrative hearing on the matter in the Arizona Department of Real Estate pursuant to Arizona Revised Statutes §41-2198.01.

C. Contesting the Notice of Violation. If the Owner wishes to contest the notice of violation, he or she shall provide the Board a written response by certified mail within 21 calendar days after the date of the Association's first notice of violation, which shall include a request for any additional information he or she requires. This response shall be sent to the Association's office at the address shown on the notice of violation.

D. Response by Association to Owner. Within 10 business days after receipt of the Owner's response, the Association's representative shall respond to the Owner by certified mail with a written explanation regarding the notice of violation, and shall provide any additional information the Owner reasonably requires. The Association shall provide the first and last name of the person(s) that observed the violation if not provided in 5.1 B.

E. Self-Help or Referral to Attorney. A follow-up inspection will be conducted on or after the deadline date in the notice of violation. If the non-compliance still has not been cured and the Owner has not communicated with the Association, the Association may elect to follow the procedures set forth in Section 9.4 of the CC&Rs and exercise "self-help." Alternatively, the Association may refer the matter directly to the Association's attorney for further action. If the Association elects to exercise self-help or refer the matter to the Association's attorney at this point, Paragraphs F-L below do not apply.

F. Owner's Right to a Hearing. If an Owner has not addressed the notice of violation and the Association has not chosen the procedures in Paragraph E above, the Association may send the Owner a "Notice of Hearing" via certified mail, return receipt requested and first class mail, wherein the Owner will be invited to attend a Board Meeting and have an opportunity to be heard. The date, time and location of the hearing shall be stated in the Notice of Hearing.

G. Designated Representative. An Owner may present to the Board (prior to or at the Hearing) written notification that another person is the Owner's designated representative. A designated representative may speak on behalf of the Owner.

H. Hearing Procedure. A quorum of the Board of Directors shall act as the Hearing Panel at a regularly-scheduled or special meeting of the Board. The Hearing will be held in executive session unless the affected Owner requests that the Hearing be held in an open session.

I. Procedure for Hearing. Procedure for the Hearing will be set by the Board of Directors. The Owner and his/her designated representative will be informed of the procedure before the Hearing begins. The Owner and/or his/her designated representative will be given an opportunity to present supporting documentation and testimony to show cause why further enforcement action should not be authorized by the Board, which could include the levy of a monetary penalty and/or referral of the matter to the Association's attorney.

J. Proof of Delivery of Notice. Proof of delivery to the Owner of the Notice of Hearing shall be deemed adequate if a copy of the Notice, together with a statement of the date and manner of delivery is entered into the minutes of the meeting, by the officer, director, or agent who mailed or delivered the Notice.

K. Procedure if Owner or Representative Does Not Appear. If the Owner or his/her designated representative does not appear at the hearing, the Board may levy a monetary penalty and/or refer the matter to the Association's attorney for further action.

L. Hearing Panel's Decision. Notice shall be sent to the Owner by the Board or its designated agent, within 15 days after the date of the Hearing, stating the Hearing Panel's decision, including the amount of any monetary penalty that may have been imposed by the Board, and its due date.

5.2. Monetary Penalties.

A. Imposition of Monetary Penalty. After notice and an opportunity to be heard, the Board may impose a reasonable monetary penalty on an Owner who is in violation of the Community Documents.

B. Delinquency of Penalty. Any monetary penalty imposed which has not been paid within 30 days after its stated due date shall be delinquent, and a late charge of $15.00 shall be added to the penalty.

C. Repeat Violations. A monetary penalty for repeated violation of an Association Rule or restriction may be imposed by the Board for each issue of noncompliance of the same Rule or restriction. Daily penalties for violation of a Rule or restriction may accrue for ongoing issues of noncompliance until each such violation is corrected.

D. Collection of Penalties. The Association has a lien for penalties and associated late charges, attorney fees and costs, imposed for violation of a rule or restriction, after the entry of a judgment in a civil suit for penalties, late charges and associated attorney fees and costs, by a court of competent jurisdiction, and the recording of that judgment in the office of the Pima County Recorder. This lien is effective on conveyance of any interest in the subject Lot. The Association may collect the amounts due under the judgment prior to conveyance of the Lot, by any lawful means.

E. Enhanced Enforcement of Persistent or Flagrant Violations of Community Standards. The Board has identified specific categories of violations of the Associations CC&R's and HH that at the conclusion of due process will result in a fine $500 the first month in which the violation is not corrected. (See specific categories below.) Each subsequent month of violation or a repeat of the violation within any 12-month period will result in the fine being doubled until compliance is obtained or a maximum of $2000 per month is levied. The fine will be capped at $2000 per month until the violation is remedied. For any violations of the same CC&R/HH rule within a 12-month period the fine may be reactivated as though there had been no break in the assessment(s); as such the fine will continue without any requirement to re-issue letters of warning for the violation(s). The Board and/or ARC may add additional categories of violations to this list from time to time as deemed necessary.

The purpose of Enhanced Enforcement is to cause any homeowner that is in violation of specific community standards that are egregious, causing a condition that creates a hazard or impairs neighbors or community at large from enjoying their property or HOA properties, to cease and desist immediately.

Use of Enhanced Enforcement does not preclude the HOA from applying any and all other methods available jointly and/or severally to achieve the desired compliance with these or any community standards and documents.

Persistent and /or Flagrant violation categories of CC&R and HH subject to accelerated fines are:

CC&R 10.26: Vehicle Use, Parking & Storage; HH 2.12
CC&R 10.5: Business Activities especially as it pertains to CC&R 10.16, 10.10, 10.16; HH 2.3
CC&R Article 2: Age Restrictions, Covenants, and Conditions; HH 2.1, 2.16
CC&R 10.17: Renting (Approved 10/8/2019)

5.3. Recorded Notice of Violation. In addition to the levy of a monetary penalty, the Board may choose to have the Association's attorney record a "Notice of Violation" with the office of the County Recorder of Pima County, Arizona, stating the name of the Owner, the Lot and the nature of the violation, and the Association's intent not to waive any of its rights of enforcement. The Notice shall remain of record until the violation is cured.

5.4. Cumulative Rights and Remedies. All rights and remedies of the Association under the Community Documents or at law or in equity are cumulative, and the exercise of one right or remedy shall not waive the Association's right to exercise another right or remedy. This means that the Association's Board can decide to bring a lawsuit against an Owner to enforce an applicable rule, restriction or statute in addition to or instead of imposing a monetary penalty. This also means that all pertinent provisions of the CC&Rs also apply, including (but not limited to) the self-help provisions in Section 9.4 of the CC&Rs.

VI. ADMINISTRATIVE POLICIES

(Supersedes Prior Policies Covering the Same Topic)

6.1. Administrative Reimbursement Policy. The Springs hereby establishes the following monetary reimbursement schedule to cover the costs of providing information to members and/or their designated agent:

- Photocopying charges: $ 0.15 per side
- Postage as incurred
- Miscellaneous charges as incurred

6.2. Board Monthly Meetings and Annual Meeting. All Owners are invited and encouraged to attend the Annual Meeting of members and monthly Board meetings. Owners are invited to share remarks, questions and concerns to the Board. Check the website for current dates and times.

6.3. Budget Control Policy. It shall be Association policy that no individual or committee shall exceed a previously-approved budget amount, nor expend or obligate funds that have not been budgeted without the prior approval of the Board of Directors at a regular or special meeting.

6.4. Correspondence. All correspondence issued on The Springs letterhead shall include a signature and the name and title of the author of the letter. If not included, the contents are not considered Board approved.

6.5. Disclosure Fee is charged in accordance with A.R.S. §33-1806 for all services associated with a change in ownership of a Lot. The Board shall set this fee from time to time.

6.6 Capital Reserve Fee is charged in accordance with CC&Rs Section 7.15 with exceptions as noted in Section 7.15 (A, B, C, D, & E). The Board is authorized to change this fee from time to time.

6.7. Annual Assessments. Statements for Annual Assessments are sent out the last week of November. Annual Assessments are due on the first of each year (1/1). If payment is not received by 2/10, a 10% late fee will be levied. If payment is not received by 3/1, the Association will turn the account over to the Association's collection attorney for collection action. The delinquent Owner shall be responsible for the Association’s reasonable attorney fees and costs.

6.8. Committees. A number of committees, composed entirely of volunteers, are responsible for ensuring that The Springs continues to thrive as a community. Every Owner in The Springs is encouraged to join a committee/team that reflects their interests and talents. A complete listing with detailed information is available on the website or from the Association office.

6.9. Owner Contact Information – It is advisable for the Association to have contact information from every Owner for EMERGENCY PURPOSES. It is highly recommended that you provide the Association office with the name and phone number of the person(s) or company that will be looking after your home while you are gone. Please inform the Association office of any changes in mailing address or contact information.

6.10. Website & Directory. The Springs website (https://www.thespringshoa.org) is intended to provide helpful information for present and potential Owners and residents, as well as specific meeting and social activity schedules. It is not meant to contain all information relating to Association business activities.

The Association’s Community Directory is updated bi-annually, in January and July, unless it is deemed necessary to update it more frequently by the Board of Directors. Access to the directory online is password protected. Please contact the HOA office at 520-648-1699 or email hoa@thespringshoa.org for the password to access it.

Portions of the website dedicated to meeting minutes, financial statements, committee reports, and newsletters will include all data for the current year plus the entire prior year's records. Archived data is available from the Association office for a nominal fee.

Local Phone Numbers



EMERGENCY	**9 – 1 – 1**
The Springs at Santa Rita HOA	**520-648-1699**
Pima County Sheriff Dept. Non-Emergency Number Mental Health Hotline (520-622-6000)	520-351-6711 520-351-4900
Pima Co. Animal Control (barking dogs) (bites/aggressive dogs)	520-724-5972 520-724-5900 option 4
Sheriff's Auxiliary (SAV) – Home Watch	520-351-6744
Green Valley Fire Corp (Lock Box Install) Non-Emergency (Snake Removal) Smoke Alarm Battery Replacement	520-625-9438 520-629-9200 520-393-7505
Green Valley Council (GVC)	520-648-1936
Green Valley Recreation (GVR)	520-625-3440
Motor Vehicles, License, Title, Registration	602-255-0072
U. S. Border Patrol	877-227-5511 or Online go to help.cbp.com

UTILITIES

City of Tucson (sewer)	520-791-3242
Global Water	866-940-1102 Or go to gwresources.com
Tucson Electric Power	520-623-7711
Republic Services (trash/recycling)	520-745-8820
Main Post Office on Continental	520-625-4221

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