

August 23<sup>rd</sup>, 2018

### **NOTICE OF HOA MANAGEMENT CHANGE**

To all Valley Ranch HOA property owners -

Colby Property Management is pleased to announce that we have been hired to manage your HOA, starting on November 1<sup>st</sup>, 2018. The transition of HOA materials, funds, and management responsibilities to Colby Property Management will be completed during the final weeks of October.

As the property manager for your neighborhood, we will continue to oversee the vendors that perform services for the Association, as well as work with the Board to address any new issues or concerns that arise in the future. Also as part of our duties as your Association Manager, we will conduct regular neighborhood inspections for compliance with the deed restrictions. Your Board is committed to maintaining the integrity and aesthetics of the community you have chosen to call home. To that end, they will be working closely with us to enforce the restrictions each of you relied upon to maintain curb appeal when you bought your home.

### **New Features Coming To HOA Website**

The HOA's website is located at [www.HOAValleyRanch.com](http://www.HOAValleyRanch.com). Colby Property Management will be providing additional website features for you to use; these new features will be available from a private login area on the website on November 1, 2018. The new features include live online account status, balance information, and violation notices (if any) for your account. Please contact our office to receive your private login credentials.

### **Contact Information**

My management information will be available on your new community website. In the meantime, please make note of the HOA's new mailing information:

Mailing Address: Valley Ranch HOA  
204 Bagdad St  
Leander, TX 78641

Phone: 254-760-0665  
Email: [Manager@ColbyHOA.com](mailto:Manager@ColbyHOA.com)

## Colby Property Management

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1 Bending Branch  
Belton, TX, 76513  
(254) 760-0665

All correspondence, such as payments to the HOA or ACC applications, will be sent to our Austin office, however the day to day management will take place here in our Temple office. As a Belton resident, I work primarily out of our Temple office, so I'm usually close at hand!

We look forward to serving your community well for years to come. If you have any questions or comments, please don't hesitate to get in touch with us!

Sincerely,



Glen Colby  
Colby Property Management  
254.760.0665