

## Key Responsibilities of the Vista Ridge Homeowners Association (HOA)

The Vista Ridge Homeowners Association provides services and amenities for homeowners within the Vista Ridge subdivision. The HOA is administered by a 5-person Board of Directors and assisted by Management Specialists Inc. (MSI, LLC) in managing the association. HOA facilities and amenities include the Vista Ridge Community Center, swimming pools, work-out facilities, tot lots, and volleyball and tennis courts. The HOA is responsible for developing and managing contracts for all HOA services and governing common homeowner responsibilities in accordance with the *Master Declaration of Covenants, Conditions, and Restriction*.

The primary responsibilities of the Vista Ridge Homeowners Association are to perform the following key functions:

- Maintain the following HOA facilities;
  - Vista Ridge Community Center
  - Volleyball and tennis courts
  - Two swimming pools
  - Community tot lots
- Maintain and manage contracts for all HOA services;
- Maintain neighborhood tot lots, including grass, landscaping, and playground equipment;
- Provide trash removal and recycling pickup for community facilities and residents of Vista Ridge;
- Review and approval of all Architectural Review Requests from Vista Ridge homeowners in accordance with the *Master Declaration of Covenants, Conditions, and Restriction*.

The following Vista Ridge HOA responsibilities and contacts are shown in the Table 1 below:

Table1. Vista Ridge HOA Contacts

Responsibility	Contact
Vista Ridge HOA	Holly Dennis, Community Manager MSI, LLC Office: (303) 420-4433 Email: <a href="mailto:hdennis@msiho.com">hdennis@msiho.com</a>
Vista Ridge Community Center/Skyline Pool	Courtney Whittaker, Community Ctr. Mgr. Office: (303) 926-7691, ext. 10 Email: <a href="mailto:courtneywhittaker@vrhoa.com">courtneywhittaker@vrhoa.com</a>

While the responsibilities and functions listed in Table 2 below are not provided by the Vista Ridge HOA, the primary contacts are shown to aid in identifying the appropriate government agency or department. If you have questions or concerns on the status of these responsibilities, please contact the appropriate entity directly.

Table 2. Vista Ridge Government Contacts

Responsibility	Contact
Current conditions and future improvements to Colorado State Highway 7, Sheridan, and Mountain View, including traffic lights, signs, and entrances/exits.	Colorado Department of Transportation (CDOT), Region 4 – (970) 350-2368 <a href="http://www.codot.gov">www.codot.gov</a>
Current conditions and future improvements to Vista Ridge arterial and neighborhood streets.	Town of Erie, Department of Public Works – (303) 926-2895 <a href="http://www.erieco.gov">www.erieco.gov</a>
Snow removal from Vista Ridge arterial (primary) and subdivision collector (secondary) streets.	Town of Erie, Department of Public Works – (303) 926-2872 <a href="http://www.erieco.gov">www.erieco.gov</a>
Snow removal from Vista Ridge arterial and collector street sidewalks, adjacent sidewalks along Metro District-maintained common areas, and community trails.	Vista Ridge Metropolitan District – (303) 987-0835 <a href="http://www.colorado.gov/vistaridgemd">www.colorado.gov/vistaridgemd</a>
Maintain community trails and common area landscaping along Vista Ridge arterial/collector streets and street islands.	Vista Ridge Metropolitan District – (303) 987-0835 <a href="http://www.colorado.gov/vistaridgemd">www.colorado.gov/vistaridgemd</a>
Maintain community and golf course water detention ponds.	Vista Ridge Metropolitan District – (303) 987-0835 or Town of Erie, Department of Public Works – (303) 926-2895
Maintain and repair fences between homeowner property and golf course & open space areas.	Vista Ridge Metropolitan District – (303) 987-0835 <a href="http://www.colorado.gov/vistaridgemd">www.colorado.gov/vistaridgemd</a>
Maintain water and sewer services for the Vista Ridge subdivision.	Vista Ridge Metropolitan District – (303) 987-0835 <a href="http://www.colorado.gov/vistaridgemd">www.colorado.gov/vistaridgemd</a>
Street light issues or outage	United Power – (303) 659-0551 <a href="http://www.unitedpower.com">www.unitedpower.com</a>
Wild animal control, including loss of pet by coyote attack	Erie Police Department – (303) 441-4444 Colorado Division of Wildlife, District Wildlife Manager Kristin Cannon, <a href="mailto:kristin.cannon@state.co.us">kristin.cannon@state.co.us</a>
Crime reporting	Erie Police Department Emergency: 911 Nonemergency: Southeast Neighborhood Team – (303) 441-4444

Lastly, it should be noted that **all homeowners** have responsibilities for snow removal for sidewalks in front of their homes following a snowstorm, as well as maintaining landscaping along sidewalk islands. Also, protection and repair of essential utilities (cable, gas, and electrical services) within property boundaries are the responsibility of the homeowner.