

## **Schedules And What You Should Know**

### **About Your Neighborhood:**

- **Trash pick-up** is on Tuesday and Friday and can occur as early as 7:00 AM per the City of Richardson. Please do not put your trash out the night before as the little critters get into the bags. Also please be mindful of Holiday Schedule adjustments.
- **Recycle pick up** is on Friday morning. Be sure to put your recycle in a blue plastic bag. The city of Richardson takes paper, plastic and glass (and you don't have to separate it).
- **Lawn Maintenance** is done every Friday, weather permitting, and winter and summer schedules will vary.
- All **maintenance issues on the lawn** service should be directed to Goodwin Management via a TownSquare Request or contact Customer Support at 855-289-6007.
- The Landscaping Company will also do your **backyard maintenance** during the mowing season for a reasonable fee. If interested, please contact Goodwin via a TownSquare Request or contact Customer Support at 855-289-6007.
- Please be sure to **pick up after your pet** - IT'S THE LAW!
- City of Richardson has a **leash law**, please keep all pets on a leash.
- **The hot tub and pool open** on April 1 - the **pool closes** on October 1 and the **hot tub closes** on November 1 of each year.
- **Living in an HOA** – We are governed by a legal document called “Declaration of Covenants, Conditions and Restrictions of Clear Springs Place”. You should have received a copy of this at closing or from your closing company. This document outlines requirements for replacement of all visual areas of your property. If you want to landscape, build, paint, replace fences or perform any activity that alters the view of your property and home from its original view you must complete a request through the property management company called “Architectural Control Committee Approval Request Form”. This is submitted via the Goodwin & Company Town Square site. The Architectural Committee will review and reply with their approval or will contact you if there is any concern to the effect on the neighborhood with the change requested. If you are not sure it needs to be submitted, please contact someone on the Architectural Committee - you can find them in this packet or on Town Square.
- **Garages** – We have found that often neighbors forget to close their garage doors leaving for the day or running errands, or they may not realize when they go to bed that they did not close their garage. Living in an HOA we want to help each other to be safe. If you know a neighbor has left for the day and you see their garage open, please close it for them. If it is late at night and all is dark and the garage is open, please call them or knock on their door. We all need to help take care of each other.