

CR HOA, INC. (CREEKSIDE RANCH)

During the management company's inspection of the community for violations of the deed restriction they look for violations such as:

- ✓ Mow and edge grass
- ✓ Weed grass, expansion joints in driveways/sidewalks flower beds and tree wells
- ✓ Water and fertilize grass
- ✓ Trim shrubs and trees
- ✓ Remove dead plants and tree branches
- ✓ Mulch flower beds and tree wells
- ✓ Replace any dead plants or trees
- ✓ Remove mildew from home, chimney, etc.
- ✓ Secure or replace if necessary, loose siding, gutters, downspouts, window screens, etc.
- ✓ Replace damaged or missing fence pickets and secure any leaning fences
- ✓ Do not stain your fence without ACC approval**
- ✓ Keep trash cans, bar-b-que pits, children's toys, etc. out of view
- ✓ Portable basketball goals are not allowed in the street or on sidewalks and should be stored out of view when not in use
- ✓ Store inoperable vehicles out of view
- ✓ Vehicles should not be parked in the front yard, on the grass or on the esplanades in cul-de-sacs
- ✓ No commercial vehicles are allowed to be parked in the neighborhood
- ✓ Remove oil stains from the driveway or street in front of your home
- ✓ Remove holiday lights and decorations by January 31st each year
- ✓ Proper window coverings are required
- ✓ Do not tape flyers to mailboxes, street sign poles or street light poles
- ✓ Paint exterior of home **
- ✓ Any change to the exterior of your home must be approved by the Architectural Control Committee PRIOR to the change being made**

The management company will send violation letters not limited to but including the items noted above. Owners who are unwilling to bring their property into compliance may be turned over to the Association's attorney for further enforcement action. You will find a complete list of restrictions in the Declaration of Covenants, Conditions and Restrictions.

**** You need to get Architectural approval before painting your home or making any other exterior changes. Applications for Home Improvements are available on our website**

www.creeksideranch.org

**Creekside Ranch HOA (CR HOA, INC.)
Reference Numbers**

UTILITY SERVICES:

Electric Company	
Reliant Energy	888-890-1536
Gas Company	
Centerpoint Energy	800-752-8036
Telephone/Internet Company	
AT&T	800-288-2020
Cable Companies	
AT&T	800-288-2020
Dish	800-536-8838
Direct TV	855-405-3473
Water Company	
Fort Bend MUD #142	832-467-1599
c/o Environmental Department Partners	
Garbage (Homeowners should call Fort Bend MUD #142 to establish trash pick up service)	
Waste Management	713-686-6666
Alarm Provider	
Duncan Security	713-466-4999

EMERGENCY INFORMATION: Call 911 In Case of Emergency

Police	
Fort Bend County Sheriff	281-341-4700
Fire	
Richmond Fire Department	281-232-6871
Poison Control	800-222-1222

POST OFFICE: www.usps.com

United States Post Office	281-633-0386
5560 FM 1640	
Richmond, TX 77469	

SCHOOLS: LAMAR CISD www.lcisd.org

Hubenak Elementary	832-223-2900
11344 Rancho Bella Parkway	
Richmond, TX 77406	
Wertheimer Middle School	832-223-4100
4240 FM 723	
Rosenberg, TX 77471	
Briscoe Jr. High	832-223-4000
4300 FM 723	
Richmond, TX 77406	
Foster High School	832-223-3800
4400 FM 723	
Richmond, TX 77406	

HOMEOWNER'S ASSOCIATION: www.vanmor.com

VanMor Properties, Inc.	832-593-7300
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CR HOA, INC.

Welcome to the Community!

WELCOME

There is much to enjoy while living in your new community and we would like to make your life style as pleasant as possible. We have prepared this booklet to help familiarize you with some of the many aspects of living here.

By purchasing a home in this community you automatically become a member of the homeowner's association and will remain so for as long as you own your home. Membership in the association is mandatory and every owner must abide by the requirements set forth in the Declaration of Covenants, Conditions and Restrictions. If you wish to receive a copy, you may do so by contacting the Association's Managing Agent. As a property owner, you will be required to pay assessments, abide by the community's rules and restrictions and maintain those areas of your home for which you are responsible.

THE BOARD OF DIRECTORS

All affairs of the association are governed by a Board of Directors who is elected by the members of the association once the initial Board of Directors terms have expired.

The Board of Directors is empowered and directed to:

- * prepare the annual budget for the association.
- * establish the rate of assessments.
- * collect all assessments due to the association.
- * provide for necessary operational personnel.
- * make and amend the community rules.
- * enforce all provisions of the governing documents.
- * provide for insurance for the common areas.
- * provide for care and upkeep of the common areas.
- * do all acts necessary for the association's administration.

As you can easily see, being a member of the Board of Directors is a big job. All members of the Board are volunteers and serve without any compensation. It is important that you give them your support and cooperation for the benefit of everyone living in the community.

SECURITY

While protection of you and your property is of concern, the Association cannot provide security to you or your property. You are responsible for your own security. You are encouraged to get to know your neighbors and to help watch out for each other. Please report any suspicious persons or activities to the local police department first.

COMMUNITY APPEARANCE

This is your home, and these are your grounds and your amenities. Please treat them as such by keeping your property looking its best. We are proud of your community and we want it to be enjoyable for you.

ASSESSMENTS

To accomplish the many tasks for which it is responsible, the association must have operation funds for daily maintenance, repairs, administration and adequate reserve funds for major repairs or replacements of common property. In order to obtain these funds, all owners within the community are required to pay assessments to the association. The rate of assessments will be established each year by the Board of Directors, along with the adoption of the annual budget. The Association will notify you as to the amount and due date of your assessment.

Failure to pay these assessments when due creates problems, as your assessments are the primary source of income for the association. For those owners who do not pay timely, the association is empowered to invoke monetary penalties, cause a lien to be filed against the owner's property, file suit against the owner, and even sell the owner's property in a foreclosure proceeding. While this may seem quite extreme, the association can operate only if all owners pay their assessments when due, and accordingly must have the power to collect all assessments to properly maintain and administer the community.

DEED RESTRICTIONS AND ARCHITECTURAL CONTROL

Your home and yard must be maintained in a neat and attractive manner at all times. The lawn should be mowed and edged so as to never appear unkempt. Your house should be painted and repairs made as needed.

In an effort to provide and protect each individual's homeowner rights, property value, and to preserve the character of the community, it is required that any homeowner considering any change to the exterior of their property must submit a Request For Home Improvement Application to the Architectural Control Committee prior to initiating work on planned improvements. This includes repainting, adding a patio cover, storage shed, pool, basketball goal, room addition, etc. An approval form is included in this packet. If you need an extra form, you may request one from the Association's Managing Agent.

DISTURBANCES

Social gatherings of you and your guest are welcomed and encouraged provided they do not become boisterous or objectionable to your neighbors. Please help out by not disturbing others in your neighborhood.

CALL US

It is our goal to make living in your community a carefree style of living and we want it to be enjoyable for you. Anytime you have any concerns, comments, questions, or compliments about your community, please contact the Association's Managing Agent or one of the Board Members.

HOMEOWNER QUESTIONS AND ANSWERS

1. WHAT IS A COMMUNITY ASSOCIATION?

It is a **mandatory**, non-stock, non-profit corporation. The purpose of this association is the preservation of economic values within your neighborhood through architectural controls and deed restrictions. In addition, it provides for the maintenance, improvement, preservation and administration of the common facilities. Each Association is governed by a Board of Directors, elected by the owners, operating under the legal documents which established the Association.

2. WHAT ARE THE FUNCTIONS AND RESPONSIBILITIES OF THE ASSOCIATION?

The major responsibility of an Association is to protect the investment and enhance the value of the property owned by the members. The Association is empowered to oversee the duties and obligations of the community as to covenants, conditions, restrictions and easements concerning the property; to fix, levy, collect and enforce payment by any lawful means all charges and assessments and to take care of all maintenance and repairs to the common facilities, if any are owned by the Association.

3. WHAT ARE "DEED RESTRICTIONS" AND WHY HAVE THEM?

Deed restrictions are important rules governing your responsibilities as a member of the Association. They are also set up to protect your rights as a homeowner. They are established to make sharing of property and living in harmony convenient and easy for all involved. The Architectural Controls outlined in the deed restrictions are set up, not to stifle your creativity, but rather to ensure that the integrity of the original community design is preserved.

4. MAY I MAKE IMPROVEMENTS TO MY PROPERTY?

Yes, you may do whatever you desire to the **interior** of your home. Alterations, additions, or changes to the **exterior** of your home must be approved by the Board of Directors and Architectural Control Committee **prior to beginning the work**. This approval safeguards not only the beauty of your home, but also consistency with community surroundings. Enclosed is a form you can use to submit your request.

5. **WHAT CAN THE ASSOCIATION DO TO CORRECT A VIOLATION OF A DEED RESTRICTION?**

Enforcement remedies are granted to the Association by governing legal documents and each Board of Directors adopts an enforcement policy containing a specific course of action. Generally, violations are cited by VanMor Properties, Inc. during a drive through inspection of the community. Letters are sent out informing residents of violations and asking their cooperation in correcting the problems. If a violation is not corrected within the time frame specified, the Association may hire someone to correct the violation and charge the property owner with the costs incurred (if governing documents allow this) or the Association may hire an attorney and file suit against the property owner. The Board of Directors has the responsibility and the duty to enforce the deed restrictions. **It is not optional.**

6. **HOW MUCH IS THE ASSESSMENT AND WHAT IS IT SPENT FOR?**

The assessment of your community is set on an annual basis. A budget is developed by your Board of Directors based on operating history and an evaluation of the needs of the community. Assessments may be spent on various services which may include community patrol, trash pick-up, landscape contracting and maintaining the recreational facilities as well as the accounting and administration of the Association.

7. **CAN THE ASSESSMENT BE INCREASED?**

Yes. However, in the case of general assessment, the increases are controlled by the Declaration as well as by the Board of Directors. The assessments are projected to provide sufficient funds for the day to day operation of the community, as well as reserves for making future capital improvements without the need for special assessments.

8. **WHAT HAPPENS IF SOMEONE DOES NOT PAY THE ASSESSMENT?**

The assessment is secured by a lien on each lot and /or home and it may be foreclosed by the Association if not paid. If the Association must spend its time and money to collect your assessment, it will harm the Association and eventually you.

9. **WHAT IS OUR ASSOCIATION DELINQUENT ACCOUNT COLLECTION POLICY?**

It is important to pay your assessment on time to ensure the continuation of services provided to the members of the association. Collection remedies are granted to the Association by the governing legal documents and each Board of Directors adopts a collection policy containing a specific time frame for action. A copy of your Association's collection policy will be mailed to you upon request.

A general collection policy follows:

- A. Assessments are due based on your Association's governing documents.
- B. Assessments are past due after your Association's due date.
- C. The Association has the responsibility and authority to charge interest, collection fees and late fees on past due accounts. If an attorney is retained, all costs will be charged to the delinquent property owner.
- D. The Board of Directors can select any one collection method or a combination, including filing a notice of lien, foreclosure, personal money judgment, collection agency and credit reporting.

10. **WHAT IF I HAVE A QUESTION REGARDING MY BILLING?**

Any questions regarding billing or account status contact VanMor Properties, Inc.

11. **DOES MY MORTGAGE COMPANY PAY MY ASSESSMENTS?**

Most mortgage companies no longer escrow for annual assessments. Do not assume they do. Before sending your statement to them, call (mortgage company) and verify that they do escrow for your assessments. **It is your responsibility to make sure the assessment is paid on time.**

12. **WHAT CAN I DO TO HELP MY ASSOCIATION?**

Become actively involved. Serve on the board, join a committee, lend your talents where they can be most useful. You can help by:

- A. Paying your assessment on time.
- B. Cooperating with the Association; following the rules.
- C. Participate in neighborhood activities, committees and social functions, as well as membership meetings.

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