



RED OAK TOWNHOMES

Homeowner Association

Red Oak Townhomes Homeowner Association Newsletter

April, 2011

A note from the Board:

At the HOA Annual Meeting a few weeks ago, there was a lively discussion on a number of topics. One of these topics was the idea of personal items in the Common Elements. According to the By-Laws, nothing can be added, changed or taken away from the Common Elements without the written permission of the Board. The Common Elements are defined as anything outside the unit. The patio is considered a “Limited Common Element” and it is allowed to be used as the resident wishes. However, anything visible over the fence is considered the Common Element and as such, nothing can be visible that adds, takes away or changes the established look of the property. We believe reasonable colored patio umbrellas should be exempt from this regulation as they are an established part of a patio.

The Board wishes to enforce this regulation in an attempt to formalize or standardize the overall appearance of the property. There exist a number of personal bird houses, windsocks, wind chimes, flags and other items that have been put in the Common Elements without proper permission. Anything that is added to the Common Elements has to be approved by the Board via the Architectural Control Committee Request Form or the ACC form. This can be found under the “Project Updates” tab of the HOA web site or can be obtained from Creative Management. This form simply allows the resident to express the changes to the current established look of the Common Elements and gives the Board the opportunity to approve such changes.

We understand that certain items were “approved” in the past on the word of the former head of the Landscape Committee but she no longer lives at Red Oak and there is no written record of this approval. Therefore, moving forward, all modifications to the Common Elements or those that currently exist need to have this written approval. The Board has been somewhat lax in this enforcement in the past but we are giving everyone until the end of June to have all personal items in the Common Areas approved by means of the ACC form. Otherwise, beginning July 1st, violation letters will be sent out.

Of course, financial issues were also discussed at the annual meeting and a number of ideas were considered. With the recent increase of our monthly fee, there were concerns that our monthly maintenance fee is too high. The Board is open to any and all suggestions to cut costs and make the Association run more efficiently. However, at the end of the meeting, no real substantive suggestions had enough approval of the attending owners. Unfortunately, less than 40 owners attended the meeting or sent in their proxy. Due to this fact, a quorum was not achieved and no official Association business was conducted and an election of new Board member was not possible. The Board is always enthusiastic about those who wish to participate in the HOA process. We look forward to meeting again later this year with a town hall meeting.

Red Oak Board of Directors

Website:

A web site has been developed for Red Oak Townhomes. Information can be gathered such as a listing of our HOA documents, contacts for Creative Property Management, contacts for maintenance or work order submissions and other beneficial information, including current events. The site address is: www.redoaktownhomes.weebly.com.

Parking:

Leaving a vehicle behind a garage door or on the main drive is allowed for a short amount of time, only 10-15 minutes, for loading and unloading but the vehicle must remain attended at all times. Parking behind garages or on the main driveway in front your unit is strictly prohibited since these areas have been designated “fire lane/no parking” zones and vehicles will be towed without warning. To date, a number of cars have been towed under this policy. The limited amount of parking continues to be an issue at Red Oak. Please respect the Association’s strict rules and regulations against parking in “fire lane/no parking” areas. Please make sure all guests park in legal and approved areas; either the visitor parking areas or on Drava. Illegally parked cars on Drava are subject to tickets and/or towing by the county.

Pool:

Please remember the Red Oak pool is to be used only by Red Oak residents and guest that are accompanied by residents. Please do not allow other to enter the pool area if they cannot access the gate with a key. Many non-residents have been seen using our pool and we need to keep these folks from accessing the pool area. If anyone witnesses others jumping the fence or accessing the pool area without a key, please report this to a board member or Creative Management. Please be safe while in the pool area and follow the posted rules. Do not allow young children to swim without adult supervision. Pool parties are strictly prohibited without prior written permission from the Board. Contact Creative if you need a key to the gate.

Plumbing:

Please do not discard grease and other waste down your sink as this causes pipes to clog and back up. Also, be careful what you flush in your toilets (no paper towels, diapers, etc.). Make sure all toilets are in good working order, including all water supply lines. Owners are responsible for water damage to their unit and any adjacent units. One day a month is set aside for routine plumbing work. Please contact Creative if plumbing work is to be done in your unit so that the common water supply can be turned off on that day. Only two plumbing companies are authorized to turn off and restart our boiler system. If anyone else tampers with our boiler system for the purpose of turning off the water supply or any other purpose, the owner involved will be charged back to have our authorized plumbers reset the system. Contact Creative for further information.

Pets:

All pets must be on a leash at all times while outside your unit in the Common Areas. Animals must be held on a leash by someone that can control the animal. They cannot be tied to a tree, board, fencing, etc. Animal waste must be picked up and discarded properly. This waste is a hazard to run off water and a nuisance to all who enjoy the Common Areas of Red Oak. Animal urine also kills the grass and other plants. It is very costly to replace these items.

Security:

We all need to be constantly vigilant and aware of our surroundings. PLEASE KEEP YOUR GARAGE DOOR CLOSED AT ALL TIMES. Let’s not give would-be thieves the opportunity to take items in plain sight. We all need to be extra careful. If your guests park in the visitor parking area or on Drava, please do not leave valuables inside the vehicle. Please report suspicious behavior to the Sheriff’s Department as soon as possible.

Trash:

First of all, garbage cans are not allowed and may be discarded by the Association if used. Trash must be placed in the appropriate plastic trash bags and tightly secured. Secondly, your trash should be placed outside your garage door the mornings of Tuesday and Friday before 6:00 AM. If necessary, trash may be left out the night before after 9 PM. If a holiday falls on either of these days, trash will be collected the following trash day, NOT the next day. Trash that is left out after 7 AM AND is not picked up should be brought into your garage until the next trash day. This must be adhered to or a fine may be incurred. Only place your trash outside your unit and NOT next to another unit.

General Information:

Red Oak Townhomes is a place we all call home and as such, we all deserve to make it the best possible place to live. If anyone has any questions or problems, please contact Creative Property Management. The Rules and Regulations are strictly enforced and repeatedly violators will be warned and subsequently fined in accordance with our Fine Resolution filed with Harris County. Again, please review the Rules and Regulations on the Bulletin Board located outside of the guardhouse.

Have a happy and safe summer!