



# SUGAR CREEK RULES & REGULATIONS

## Welcome to Sugar Creek!

This book is provided for Unit No. \_\_\_\_

**If the present resident moves, this book is to be handed over to the new resident.**

There are five sections in this book:

- Introduction and Proposed Budget
- Directory of Officers/Committees/Residents
- By-Laws
- Restrictive Covenants
- Policies

When you receive corrected pages, please remove the old pages and replace them with the new ones. Please make sure they are inserted into the correct sections. Your cooperation will be appreciated.

### **Sugar Creek Homeowners' Association**

The Sugar Creek Homeowners' Association is a non-profit corporation whose members are the owners of record of any building site in Sugar Creek. Each homeowner owns his own home and lot on which his home is built. The Homeowners' Association owns the remaining common ground, including the pool, cabana, and the 15-acre natural ravine (which is a nationally recognized preserve.)

To meet the expenses of the Association, each homeowner makes a payment each month. A drop box at the cabana is provided for your convenience.

Expenses of the Association include:

- 1) Electricity and water for the sprinkler system, pool, and street lights.
- 2) Maintenance of the common grounds, sprinkler system, pool, and cabana.
- 3) State, county, city, and school taxes.
- 4) Property and liability insurance.
- 5) Repairs, improvements, and activities as directed by the Association.
- 6) Salaries for staff. Sugar Creek employees on a contract basis a maintenance person, a treasurer, a secretary, and a landscape company.

Association dues payments are due by the 5<sup>th</sup> of each month. A \$10 late fee is added for each month the payment is made after the 15<sup>th</sup> of each month.

Maintenance of the developed common grounds is by the employed maintenance person and the landscape contractors, who are only responsible to the President and Director of Maintenance, so please refrain from giving any instructions. Refer all questions directly to the Board President. The landscape contractor is not responsible for trimming shrubs and hedges next to homes or cutting grass on your personal property including patio areas. Each homeowner is responsible for trimming trees off his roof.

The Architectural Committee must give prior approval to any exterior work to your property. Submit written request to it chairperson and wait for approval before beginning work. This Committee ensures that the property values of the community are maintained.

Each Board sets its own meeting time. Currently, Board meetings are the third Tuesday of

each month (except December) at 5:30 pm. Weather permitting, meetings are held at the cabana. Each meeting's agenda is posted at the cabana 24 hours before the meeting.

**Privileges and Obligations**

All members of the association are urged to read the Declaration of Covenants and Restrictions, which is part of the Abstract of Title. It covers in detail all the privileges and obligations of each property owner. Several items of that document are called to your attention:

- 1) Homes should always present a neat appearance with shrubs, hedges and patio maintained.
- 2) Garage doors should be closed excepted when garage is in use.
- 3) Owners' trucks, boats, trailers and campers are not to be regularly parked on driveways, common grounds or streets and should be kept in garages or off-premises.
- 4) Parking or driving over common areas is prohibited.
- 5) Parking areas are primarily for guests parking.
- 6) Pets should not be allowed to annoy your neighbor. The owner is responsible for picking up pet waste on streets or common areas. Dogs should be on a leash when outside.
- 7) Garbage containers should be concealed except on garbage days.
- 8) The pool is generally open from mid-May to mid- October. Each homeowner has a key. See the policy section of your Directory for rental procedure and pool rules.

The Association has the right to suspend the enjoyment rights of any member for any infraction of the rules and regulations and for delinquent HOA dues.

Each month all residents receive a newsletter, *The Sugar Creek Times*, to keep all informed of the Board meetings and other pertinent information. The newsletter is provided via email.

Residents who do not provide an email address may pick up a copy of the newsletter at the cabana.

If there is a **change** in your residence, email, or phone number, please notify the Secretary with the new information.

##### *Melissa Johnson*

STATE OF TEXAS           §  
  §  
COUNTY OF McLENNAN   §

I, Melissa Johnson, President of the OWNERS ASSOCIATION OF SUGAR CREEK, INC., a Texas nonprofit corporation, hereby attest that the above is a true and correct copy of the *Rules and Regulations* of the OWNERS ASSOCIATION OF SUGAR CREEK, INC.

*Lisa W. Hull*  
\_\_\_\_\_  
Notary Public in and for the State of Texas

After Filing Please Return to:

Lisa Hull, Secretary  
Owners Association of Sugar Creek, Inc.  
6 Sugar Creek Place  
Woodway, TX 76712-3408

