
VCE HOA Board Communication 2019

VINEYARD CREEK ESTATES

A New Grapevine Neighborhood with Old-Fashioned Community



Hello Neighbors of Vineyard Creek Estates,

I am happy to inform you that our Vineyard Creek Estates (VCE) Homeowners Association (HOA) Board has made strategic efforts over the last six months to develop a stronger Board and Committees in order to continue to reduce overhead costs. This letter includes basic information and updates about our HOA and structure. We also have a new communication platform to unveil!

I'm honored to serve our neighborhood and welcome any feedback on ways we can strengthen our community.

Warmly,
Alena Moore

TOM BRILL - TREASURER • PAUL FORET - SECRETARY • ALENA MOORE - PRESIDENT
LANNA NGUYEN - DIRECTOR • RANDY SMITH - VICE PRESIDENT

Purpose of the Board

The VCE HOA Board is an elected group of volunteers of VCE homeowners who serve two-year terms. The purpose of the board is to promote a strong community and maintain property value by ensuring we uphold the Governing Documents and Bylaws of the Vineyard Creek Estates Owners Association.

Communication

In an effort to make it easy for all of our neighborhood information to be found in one place, we now have a neighborhood website: **vineyardcreekestates.com**. This will house information on all social events, announcements, HOA Board contact information, and easy access to common forms and documents. The Board will also send out email notifications of upcoming meetings and sometimes, for events. In accordance with the governing documents (Paragraphs: 8.3, 8.4), please keep your contact information up-to-date with the HOA Board by emailing vineyardcreekestates@gmail.com.

VINEYARD CREEK ESTATES

Meetings

We hold quarterly HOA meetings, with one of those meetings being our comprehensive annual meeting. The meeting is regularly scheduled for the last Monday of each quarter beginning in January. Please verify the date, time and location by the website and email notification.

How to Participate & Committee Information

If you are interested in joining the board, elections occur every year at the annual meeting in April. If you'd like to serve immediately, there are opportunities to join a committee in the following areas:

Landscaping Committee - maintain and improve common areas

Architectural Control & Compliance Committee (ACC) - approve requests and notify the board of compliance violations

Financial Committee - oversee the HOA financials and projects

Social Committee - plan events to promote community

Each committee is empowered to serve the neighborhood, has a board member who oversees the functions of the committee, and is led by a chairperson.

Architectural Modifications

Our governing documents require that the HOA Board approve all proposed architectural changes before any work is started. The importance of this requirement cannot be overstated when you consider the reason for such a restriction. One of the biggest advantages of these conditions is the protection of our property values. The value of your home is directly related to the condition, appearances, and aesthetics of our community as a whole. By regulating the kind and types of architectural changes that can be done, our neighborhood is better able to maintain property values. Submitting Application for Home Improvements (AHI) requests to approve all proposed architectural changes is not just a good idea to protect your investment, it is a requirement. The application for making any modifications is located on vineyardcreekestates.com.

VINEYARD CREEK ESTATES

Social Events for the Year

Part of the intention of the board and committees is to cultivate a kind and close-knit community among the neighbors. Please check the website and/or our private facebook group: Vineyard Creek Estates for details for the dates, times and locations of these events. The facebook group is also an opportunity for VCE neighbor postings and communication.

All VCE Homeowners and their families are invited to attend these events! Some events are weather permitting.

Easter Egg Hunt - Easter Sunday afternoon

Annual Block Party - Usually the first Sunday of May

Summer Movie Nights (Family-Friendly) - Once a month, June-August

National Night Out - The first Tuesday of October

Halloween Trick-or-Treating - October 31

Annual Holiday Party - Late November or early December

Cocoa & Caroling - December

Landscape Rules and Regulations with Governing Documents Reference:

In efforts to maintain a beautiful neighborhood and adhere to the VCE Governing Documents, we are highlighting some regulations to bring to your attention.

1. Yard Art and Ornamentation are prohibited without the prior approval of the ACC (D-3, G-1)
2. Lawns must be mowed and edged at regular intervals not exceeding 6" in height (G-3)
3. All yards and flower beds should be well-groomed and free of weeds, disease, dead plants, litter, trash, and debris (G-3) Yards should not have more than 10% weeds.
4. Adding mulch to plant beds once a year is recommended (G-3)
5. Tree planting is encouraged (G-2)
6. Trees should be groomed where the bottom branches of the tree are higher than 5 feet. Any base stems or branches on a tree should be removed.
7. It is recommended that once a tree is settled and stable, the stakes be removed from the tree. This is usually within the first year of the tree planting.
8. (Stowed) Trash receptacles should not be visible from the street (A-4, D-3).
9. Residents may display religious, cultural, and holiday decorations (including light displays) no earlier than 30 days before the holiday. They are to be removed within 10 days after the holiday (D-2).

*The VCE Board gives allowances for Holiday Lighting installations to occur in the month of November, but illumination must adhere to the 30-day policy.

VINEYARD CREEK ESTATES

FAQ'S & HOA Board Notes

What are my Governing Documents?

They are the documents you signed as part of the closing of your home that agree to the terms and conditions of the neighborhood. There is a copy located on vineyardcreekestates.com for your reference.

Tip: If you open an electronic version of the Governing Documents, and hit Command + F, it should open a search bar on your computer that allows you to search keywords and find your subject of interest quickly.

What is an Application for Home Improvement (AHI), would I need one for something in my backyard, and where do I get a request form?

The Application for Home Improvement (AHI) is the form required to be submitted to the Architectural Control Committee (ACC) PRIOR to initiating any work on the planned improvements. No work relative to this application shall begin until you have received written approval from the ACC. You can find specifics in our Governing Documents and By-Laws on specific requirements. In general, any homeowner considering improvements to their property, including your backyard, which affects the structure or improvements visible either from the street and/or surrounding homes, must submit an AHI (ex: roof replacement, swing set, patio, fence, pool, home addition, etc.). The AHI form can be found on vineyardcreekestates.com.

What do I do if I observe an ongoing compliance issue with a neighbor?

Please send any observances to vineyardcreekestates@gmail.com.

When is my HOA bill due and where does that money go?

The full bill is due on the last day of the month, January 31, 2020. Details on how to make your payment are in a letter you should receive in November 2019. The VCE HOA Board prioritizes and approves expenditures such as landscaping, utilities, property repair, and other programs. It also reserves funds for future major asset replacement programs (ex: common area fences and walls). Financial snapshots are reviewed at each quarterly board meeting. This information is also available to any VCE Homeowner by written request.

VINEYARD CREEK ESTATES

FAQ'S & HOA Board Notes Continued

Is there a neighborhood directory?

In 2020, we plan to give neighbors an opt-in option for a neighborhood directory. We ask that this only be for personal use (borrowing an egg or inviting a neighbor to dinner) and not for any solicitation.

What if I have a suggestion for the HOA or Board?

We welcome your feedback and want to make our neighborhood the best it can be! To inform the board of your suggestion, email vineyardcreekestates@gmail.com or contact a board member.

What happens if I get a compliance notice or if I don't comply with the Governing Documents?

All compliance violations will be sent by mail. Instructions on how to come into compliance and possible fines associated will be detailed in the notice. Instructions for appeal are also included in the notice. If you make a modification to your home that does not have an approved AHI Request, you are in jeopardy of having to undo the modification and receive fines.

Reminders:

The City of Grapevine picks up garbage placed in garbage bins every Tuesday and Friday.

For clean brush (ex: shrubs, tree branches, etc.) pick-up is every 1st/3rd Wednesday.

The city mulches the items so do not place them in plastic bags.

For large bulky items (ex: mattresses, bbq grills) pick-up is every 2nd/4th/and 5th Wednesday.

Contact City of Grapevine Public Works with any questions: 817-410-3330

To contact the VCE HOA Board, email vineyardcreekestates@gmail.com.

Please note that the VCE HOA Board will never solicit financial information by email.