

Welcome to The Park at Woodland Oaks Community!

Dear Homeowner,

Prior to purchasing your home, you should have been informed of the existence of The Park at Woodland Oaks Owners Association and its many fine features. The Board of Directors and the Architectural Control Committee would like to provide you with more information about the Association's rules and regulations, outside services provided by agencies, utilities and phone numbers for your convenience.

Homeowners in The Park at Woodland Oaks want to make it a better place to live and enhance long-term property values. To do this, everyone must comply with the Declarations of Covenants, Conditions and Restrictions (DCCRs) which are provided at time of closing. Most violations occur because of insufficient or misinformation, so the following information is also provided to help clarify the requirements. The DCCRs as well as other documents and useful links have been provided for you on the community website at www.pwohoa.org. If you have any questions, please call the Association office at (210) 659-8703.

Association:

The Park at Woodland Oaks Homeowners Association (PWOHOA) is a non-profit organization. The Association owns and maintains the common properties and facilities. The common properties and facilities include, but are not limited to, public right-of-way or easements, landscaping and improvements.

The Association is not affiliated with the Woodland Oaks pool/recreational facility. Membership is not available to residents in The Park at Woodland Oaks.

Every Homeowner is an automatic member and shares a portion of the responsibility for its support and will pay mandatory assessments. Assessments are billed in advance on an annual basis. Current annual assessments are \$88.00 per year.

Administration:

The offices of the Association are located at 701 Moss Wood, Schertz, TX 78154, (210) 659-8703. The hours of operation are Monday through Friday from 8:00 a.m. to 4:00 p.m. by appointment only.

Responsibilities are to represent the Association in providing for the physical maintenance and operation of the common facilities as well as administer the services of all contractors providing services for the Association.

The Park at Woodland Oaks

Owners Association

Additional responsibilities include collecting assessments, making disbursements, working with the Board to establish the budgets, keeping financial records and maintaining all administrative records of the Association. The Association has other responsibilities as well, such as enforcing regulations and assisting in architectural control.

Board of Directors:

A current list of the Board of Directors may be found on the www.pwohoa.org website.

Building & Improvements Approval:

Any exterior improvements to your home must be approved by the Architectural Control Committee (ACC) before work can be started. It is the builder/owner's responsibility to submit plans for construction of improvements to the ACC for approval. Plans must be approved before construction is to start. A blank submission form is included in this package for your convenience, and you can also find it posted on the www.pwohoa.org website.

An improvement is defined as any addition or change to the existing property. Everything is covered from additions to homes, sidewalks, fences (no chain link unless located entirely behind a six foot high wood fence), burglar bars, landscaping, pools, patios, decks, flagpoles, basketball board (must be behind building setback), athletic equipment, radio/TV antennae, satellite dishes, (no higher or wider than 12' and must be concealed from the street in front of the lot), backyard sheds, gazebos, exterior colors to home, changing of windows, etc.

Please submit a site drawing (showing lot, existing house and any additions, intended placement on site, list of materials, colors, screening, etc.) to the Association office.

Landscaping:

It is the homeowner's responsibility to provide adequate planting and landscaping for their property. Extensive landscaping plans must be submitted to the ACC for approval prior to commencing the work.

Newspaper Delivery:

The Herald is the local newspaper, and it will be delivered to your home weekly. You do not have to sign up for the delivery, it is a free service. The San Antonio Express News can be delivered to your home for a fee by calling (210) 250-2000.

Garbage Services:

Garbage is picked up on Tuesdays and Fridays by Alamo Waste. Trash cans and bags are to be placed on the curbside only on the day of pickup. Please do not leave trash or grass/leaf bags/cans on the curb

P.O. Box 164 ♦ Schertz, Texas 78154 ♦ Tracy (210) 659-8703

Website: pwohoa.org

Email: theparkatwoodlandoaks@outlook.com

The Park at Woodland Oaks

Owners Association

before pickup days. These items must be stored out of sight or in a screened area so they are not visible from any street or adjoining property. Firewood, building materials, equipment, etc. must also be stored in this manner.

Mail Delivery:

Delivery is made Monday through Saturday and deposited in mailboxes located near your home along Woodland Oaks Drive. Boxes are assigned by the Post Office. The Schertz Post Office is located at 1081 Elbel Road, Schertz, TX 78154. They may be reached at 1-800-275-8777. This is the only post office located in Schertz, although there are a few other locations close by in neighboring communities.

Schools:

Current school information can be found on the Schertz, Cibolo, Universal City Independent School District's (SCUCISD) website at www.scuc.txed.net. A link has also been provided for your convenience on the www.pwohoa.org website.

City of Schertz:

Please visit the City of Schertz website, <http://www.schertzweb.com/>, and become familiar with the different departments and services available. A link to the City of Schertz is also available on the www.pwohoa.org website.

Emergency:

In case of an emergency, please dial 911. All emergency services may be reached by dialing this number.

Fire Protection:

Firefighting service is provided by the Schertz Fire Department at (210) 658-5321.

Police:

The Schertz Police Department provides the public law enforcement service. That office may be reached by dialing (210) 658-5321.

Alarm Permits and Applications:

Please visit the City of Schertz website, http://www.schertz.com/p_permits.html, to obtain an alarm permit for your home should you feel it necessary to activate the alarm on your premises.

EMS:

Emergency Medical Services are provided by the City of Schertz EMS Department. That office may be reached by dialing (210) 658-6678.

Streetlights:

Guadalupe Valley Electric Cooperative (GVEC) maintains the streetlights, and they also provide electric service to your home. If you notice a streetlight out, please report it to GVEC at (210) 658-7033. A link to GVEC's website has been posted on the www.pwohoa.org website for your convenience.

Speed Limits and Traffic Signs:

Unless otherwise posted the speed limit in Schertz is 20 mph. Traffic, pedestrian control, and speed limit signs are installed and maintained by the city. Please observe the traffic rules and be careful of children in the streets when driving in The Park at Woodland Oaks.

The streets are public and belong to the City of Schertz. Public Works maintains the streets and can be reached by dialing (210) 619-1800.

Pets:

All household pets, except when they are confined within the boundaries of a private single-family residence, shall be restrained or controlled by a leash, rope or similar restraint. Please do not let your pets run loose. The City provides animal control services and if they capture your pet it will cost you a fee to retrieve it from the shelter. There is a City Ordinance, Article IV. Restraint and Animal Care, Sec. 14-57 and Sec. 14-58 that provides detailed pet owner duties and responsibilities as well as what to do if attacked by an animal. Pet owners are required to clean up after their animals. No one else wants to clean up after someone else's pet.

Questions:

If you have any additional questions, please refer to the www.pwohoa.org website or feel free to contact your Association's office at (210) 659-8703.