



Dear New Neighbor:

Welcome to our neighborhood and congratulations on the purchase or rental of your home! On behalf of the Creekside Village Homeowners Association Board of Directors and the other homeowners of Creekside Village, we would like to welcome you to your new home and our community. Over the coming months we look forward to meeting you whether it be walking down the streets or a community activity.

The operation of your homeowners association is governed by a board of volunteer directors. The Board of Directors oversees the daily functions and financial responsibilities of the Association. The Board is also responsible for maintaining members' compliance with the established covenants and bylaws of the Association. They have specific provisions regarding what can and cannot be done on your property. Please take the time to read through the Bylaws and Covenants documents you received during the home purchase or rental process. Copies are available on the community web site.

Our community web site at: www.thecreeksidevillagehoa.com is the official communication channel between the Board of Directors and the membership. Upcoming activities and events, announcements, deed restrictions and bylaws, architectural review forms, and volunteer committee information can all be found there. Please take a few minutes to visit and familiarize yourself with its resources. The website provides ready answers to most of the questions homeowners have. If you don't find the information you need there, the Board of Directors can be contacted through the contact page. We also can be found on Facebook at <https://www.facebook.com/CreeksideVillageNC>.

Southeast Property Management is our contracted property management company. They can be reached at 252-672-9980 or by email at southeastpm1@gmail.com. They should be contacted for service issues on community property, complaints regarding specific bylaw violations, and for any questions regarding your annual homeowners' dues assessment.

As a new homeowner, you may already have some ideas on how you'd like to improve your property. Please keep in mind, the Association has an Architectural Review Committee to help maintain the quality of our neighborhood. Its function is to evaluate the plans for all exterior landscaping, repairs and remodeling (such as painting, sheds, fences, mailboxes, replacement roofs, etc.) to ensure compliance with all Covenants and Bylaws. The purpose of this review is to protect our scenic environment and maintain the value of our homes. All modifications to the exterior of your property must be submitted to the Architectural Committee for approval before any work begins. If work is started without prior approval, the homeowner risks being cited for a covenant violation and may be required to alter or remove the changes at significant additional cost.

Information on some of the questions many new homeowners have is included on the back of this letter to get you off to a smooth start. Again, welcome to the Creekside Village community! We look forward to you falling in love with this neighborhood as much as we have. We know you'll find our neighborhood is a great place to live and we encourage your participation in our activities and functions.

Sincerely,

Creekside Village Homeowners Association Board of Directors

Covenant Information	Copies of documents available on the website: <ul style="list-style-type: none"> - Creekside Village Homeowners Association Covenants and Bylaws and Addendum - Creekside Village Homeowners Association Corporate By-Laws
Architectural Committee Information	<ul style="list-style-type: none"> • All modifications to the exterior of your property must be submitted to the Architectural Committee for approval prior to beginning the project. • Forms for submitting requests for approval can be found in the document area on the community website or contact the property manager. <p>Fines may be imposed on changes made without prior written approval, and some changes may require removal if approval was not received.</p>
Property Inspections	<ul style="list-style-type: none"> • Neighborhood inspections occur weekly to identify maintenance problems or covenant violations. If any property issues need to be addressed, homeowners will be notified by mail. • Homeowners are subject to fines if not corrected before follow-up inspections.
Trash Collection	<ul style="list-style-type: none"> • Trash Collection, dark green bin, is on Tuesdays every week (Early a.m.) • Bulk Waste is on Monday mornings - see city's website for regulations • Recycling, green/black bin, is on Mondays every 4 weeks (Early a.m.)
Recycling Center	Monette's Convenience Site 4001 Old Cherry Point Rd, New Bern Hours: Tues, Thurs, Sat: 7AM-6:30 PM Sun: 1PM-6:30 PM
Property Manager	<ul style="list-style-type: none"> • Southeast Property Management (252) 672-9980 from 9:30 AM - 5:00 PM, Mon – Fri P.O. Box 12751 1916 S. Glenburnie Rd. Ste 10 New Bern, NC 28562 southeastpm1@gmail.com
Annual Assessments	<ul style="list-style-type: none"> • Annual Assessments are due January 1st each calendar year at \$137 per year. • Payments may be mailed to: Southeast Property Management P.O. Box 12751 New Bern, NC 28562
Neighborhood Schools	Creekside Elementary, Grover C Fields Middle School, and New Bern High School
Utilities	City of New Bern (Electricity, water, sewer, trash) Suddenlink, DirecTV, DISH, CenturyLink
Emergency Numbers	Dial 911 Non-Emergency New Bern Police Animal Control 252-633-2020 (Battlefield District) Crime Stoppers Tips 252-633-5141 Narcotics Tips 252- 633-5034 Vacations Police Check 252-672-4100 Report power outage 252-636-4070 Report injured wildlife 1-800-662-7137
Animals	HOA convents restrict dogs to 2 per household. City ordinance requires them to be leashed, rabies vaccinated, feces picked up, and no tethering. See all ordinances at http://www.newbernnc.gov/document_center/police/Ord_Amending_Chapter_6_Animals_Animal_Control_Ord.pdf
Trailers & Vehicles	No trailers are allowed. All vehicles must be licensed, tagged, & no larger than ¾ ton.
Post Offices	1620 Old Cherry Point Rd, New Bern 1851 S Glenburnie Rd, New Bern
Voting Station	New Song United Methodist Church, 521 W. Grantham Rd, New Bern
Ward 3 Alderman	Bobby Aster Phone: 252-649-4100 Email: aster@newbern-nc.org
New Bern City Ordinances	https://library.municode.com/nc/new_bern/codes/code_of_ordinances