

LONE STAR RANCH TOWNHOMES

HOA INFORMATION

Once you have closed on your home, please do not contact your Standard Pacific sales representative regarding any HOA related issues. Please contact:

COMMUNITY ASSOCIATION MANAGEMENT COMPANY:

Management & Associates
720 Brooker Creek Blvd., Suite 206
Oldsmar, FL 34677
(813) 433-2000 voice; (813) 433-2040 fax
Jaime Soderland, Community Association Manager, extension 2011
jsoderland@mgmt-assoc.com

After hours emergencies: Please call the number above and follow the instructions.

ASSESSMENTS:

Following closing, a copy of your warranty deed and any HOA funds collected from you will be forwarded to the management company. The management company will order assessment coupons for you and will mail them to the address you have specified at closing. All changes in address should be reported to the management company immediately. If you do not receive your coupons, please contact the management company above.

EXTERIOR ALTERATIONS:

In the event any owner wishes to install a satellite dish, hurricane shutters, screen enclosure, brick pavers, water softener or exterior lighting, an ARC form must be filled out and submitted to Management & Associates for approval by the Architectural Control Committee. A form is enclosed for your use. Please refer to the Association architectural criteria for a complete list of items that are acceptable and prohibited. Additionally, the ARC forms can be downloaded from the website (see below).

EXTERIOR BUILDING MAINTENANCE:

Please refer to your Association documents regarding the owners' and HOA's responsibility for exterior building maintenance. In summary, the respective responsibilities are as follows:

HOA Responsibility (as deemed appropriate by Board of Directors):

- Provide complete grounds and irrigation maintenance
- Exterior Painting and pressure washing approximately approx. every 6 years
- Replacement of all roof shingles upon each unit approx. every 15 – 20 years
- Removal of debris from gutters as necessary

Replacement of gutters on entire building approx. every 20 years
Replacement of vinyl on entire building approx. every 12 – 15 years
Maintenance, repair and replacement of subdivision entry gate and amenities
Annual subterranean termite renewal and monthly exterior pest control
Repair, replacement and maintenance of utilities located under each lot

Owner's Responsibility:

Repair and replacement of all glass surfaces and exterior doors
Repair and maintenance of all caulking around exterior doors, windows and vents
Repair and maintenance of gutters in between complete replacements
Pressure washing of buildings in between complete repaints (removal of algae, mildew and stains)
Repair and replacement of exterior coach lights
Inspection and repair of all cracks in cementitious texture surfaces
Inspection and repair of all cracks or peeling of exterior paint
Maintenance, repair or replacement of any damage resulting from any fire, wind, flood, tornado, hurricane or other casualty
Roof repairs and maintenance (other than a complete reshingle)
Any vinyl repairs other than a complete replacement
Maintenance of screen enclosures
All plumbing repairs from the meter to the inside of the unit

Please refer to the section entitled "Lawn Maintenance" below for complete landscape services provided.

Please refer to the section entitled "Water" below for information regarding water/sewer line maintenance.

GATES:

All gate operating information and remotes will be distributed to each owner upon closing on their unit. Should the gates malfunction, please contact Management & Associates and follow the emergency instructions on the recording. Please carry your remote with you at all times or remember your personal code for entry.

Please note that the first entry gate (located at the southernmost entrance) on Stable Run Drive is for use by both residents and visitors. The second entrance (northern entrance) on Stable Run Drive is for RESIDENTS ONLY, as there is no call box for visitors to gain entry. ALL VISITORS MUST USE THE FIRST (SOUTHERN) ENTRANCE.

HOA DOCUMENTS:

All Owners were provided with a full set of recorded HOA documents at the time of purchase. Additional sets may be downloaded from the community website (see below). If you lease your unit, please refer to the section below entitled Leases/Tenants. The Owner of each unit will be held accountable for any deed restriction violations by their tenant.

INSURANCE:

The HOA will obtain General Liability, Property and D&O Insurance for recreational facilities (common areas) and Board of Directors. Individual general liability and property insurance for each unit and the contents thereof are the responsibility of each owner or tenant. It is highly recommended that tenants obtain renter's insurance for their personal contents.

LAWN MAINTENANCE:

The Association will provide full lawncare for your unit, including mowing, blowing, weeding, edging, fertilization, pest control and irrigation services. **NO ADDITIONAL LANDSCAPING MAY BE ADDED TO ANY UNIT.** Concerns regarding your lawncare should be directed to Management & Associates.

LEASES/TENANTS:

If a unit is leased or rented by an Owner, the attached NEW TENANT PROFILE form and a \$60.00 lease application fee must be filled out and returned to Management & Associates. The fee will enable the Association to mail to each Tenant a full set of Master Association and Townhome Association HOA documents, as well as an ARC form and all pertinent rules and regulations of the Association. Each time a new tenant moves in a new form must be filed with the Association. Lease renewals will NOT require a new form or application fee. Please refer to the Association documents for rules and regulations pertaining to leases. All tenants shall be required to follow all rules and regulations, and the OWNER of the unit will be held accountable for their tenants.

Important Note: All gate remotes, pool keys and mail kiosk keys are distributed to each Owner at closing. It is the responsibility of each Owner to transfer all of these items to his/her tenant or subsequent owner and to collect them from the tenant upon lease expiration if applicable. There will be charges for replacement of remotes (\$45.00) and pool keys (\$5.00).

MAIL KIOSK:

The Owner will be issued two keys for the mail kiosk at closing. The Owner/Tenant is solely responsible for these keys, and the Association, Management Company, Builder or Developer will have no financial or administrative responsibility for replacement of lost keys. Additional keys can be obtained by contacting Postal Specialties of Florida, Inc., 727-726-7718. You will need to give them the six digit code on the back of the key. Please keep this information in a safe place.

PARKING:

Each unit has been assigned one (1) parking space. Additional parking spaces are unmarked and are limited to 1 per unit (for a maximum of 2 spaces per unit). Parking in any areas other than those dedicated for parking is strictly prohibited, and the Association WILL TOW any vehicles improperly parked at the vehicle owner's expense. This includes handicapped spaces.

RULES & REGULATIONS:

The Association has adopted rules and regulations pertaining to collection policies, inspection of association records, pool usage and gate operation, which are attached. Please review them carefully.

SWIMMING POOL:

The swimming pool within Lone Star Townhomes is for the use of residents of the townhome section ONLY. Rules and regulations and two keys to the facilities were provided to each owner at closing. It is the responsibility of each owner to issue and collect the pool keys from their tenants. Replacement keys can be purchased from the management company for \$5.00 each.

TRASH PICK-UP:

There are five (5) dumpsters located throughout the community. All owners/tenants are to place their trash INSIDE of the dumpster and then close the dumpster bin door and the gates surrounding the dumpster. LONE STAR RANCH IS NOT AN APARTMENT COMPLEX, AND THERE IS NO ON-SITE MAINTENANCE STAFF TO PICK UP AFTER OWNERS & TENANTS. PLEASE DO NOT STACK TRASH OUTSIDE OF THE DUMPSTER OR JUST THROW IT INSIDE THE ENCLOSURE, AS IT WILL NOT BE PICKED UP. The dumpsters will be picked up at least once each week. The number of pick-ups and days of pick-up are subject to change. To report trash that has not been picked up, please contact Management & Associates.

WATER:

Upon move-in there is nothing you need to do...your water is already turned on and running to your unit. Each month FewTek will read your individual meter and send you a bill for your water usage. NON-PAYMENT OF WATER INVOICES MAY RESULT IN A LIEN AGAINST THE UNIT.

All Owners shall be held accountable for non-payment of any water bills on any unit. All water accounts MUST be established in the name of the Owner and not a Tenant.

If you have questions regarding your water account, or if you need to change the billing information from one Owner to another Owner, please contact:

FEW-TEK 1-888-455-0277 or 727-736-0533 / Fax: 727-738-0933

Please mail in your payment upon receipt. Please do not attempt to pay your water bill through Management & Associates nor the sales office.

Each Owner/Tenant is responsible for all water lines running from the individual meter to each unit inside the unit. The HOA is responsible for all water lines underground from the main meter at the front entry up to and under each individual unit. Should you experience low pressure, no water, foul odors, broken pipes outside or under the unit, please contact Management & Associates. If you experience a leak or break in the line inside the unit, please contact Standard Pacific warranty, or, if your unit is out of the warranty period, please contact your own plumber.

WARRANTY ISSUES:

Please do not contact Management & Associates regarding problems you may have inside your unit, such as electrical, plumbing, interior walls/doors, flooring, appliances, etc. During the first year from the date of closing your home is covered by a one year warranty. Please contact the Standard Pacific warranty department. Emergency contact numbers can be found on a sticker on your electrical panel in the utility shed.

NOT SURE WHO TO CALL?

Contact the Standard Pacific Community Association Manager, Debi Hudrlik, at 813-288-7742, or dhudrlik@stanpac.com.

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