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New Neighbor Welcome

Welcome to Winchester Trails! The following information will be used in our monthly newsletter to let everyone know about your arrival. Please return this form to **Ron Matthews at 10610 Great Plains Ln.** You can leave it in a plastic bag under the welcome mat. Please complete and return ASAP. We would like to get your names included in our next monthly newsletter. If you have any questions please email welcometrails@winchestertrails.com.

Also attached are car decals for the left side of your rear view vehicles. These help our contract sheriff identify this vehicle as belonging in the Trails. Decals are especially helpful if you have to park on the street at anytime. We discourage street parking for several reasons. Your vehicle is at a much higher risk of abuse on the street and it is easier for vandals to get away. On Tuesdays and Fridays, our garbage trucks are much easier for the trucks to get down each street if we don't have cars parked on one or both sides. We appreciate your assistance with this request.

There is a 2008 Winchester Trails directory located in your bag. When you submit your information sheet the database will be updated. At the next printing, your name, address will be corrected. If you know the name of the previous owners it would be helpful to write that at the bottom of the information page.

That last item in your bag is a copy of the welcome information. Most of this can be found in the front of the directory too. Everything from pool news, security, landscaping, Yard-of-the-month contests and helpful websites is included. In a month, you should begin receiving your monthly newsletter. This is our monthly publication of current events, the President's message (our maintenance Board) and other interesting articles. If you have an article that would be useful to other residents please submit suggestions to newsletter@winchestertrails.com.

Thank you and welcome to the Trails! We hope you enjoy living here.

Winchester Trails Information Form

[Complete information desired for our Telephone Directory]

Rental Listed Unlisted Opt-in*

Name(s) _____

Address _____

[] [] []

Home Phone # _____

[] []

Work Phone #(s) _____

[] []

E-Mail Address _____

[] [] []

*Receive neighborhood notices via email. Email is restricted to neighborhood use only.

[This information for use **only** in 'Milestones' column of our *TrailWriter* newsletter]

Wedding Anniversary _____ (MM/DD/YY)

[This information for use **only** in 'Milestones' and 'Teen Jobs' columns of our *TrailWriter* newsletter.]

Name Children [under age 21]	Birthday (MM/DD/YY)	Teen Services	Name	Phone #
		Babysitting		
		House Sitting		
		Lawn Care		
		Odd Jobs		
		Pet Sitting		

[This information for use **only** in 'Howdy Partner' column of our *TrailWriter* newsletter to let everyone know about your arrival.]

Move in date:

Owner's (His) occupation:

Owner's (Hers) occupation:

Hobbies:

Pets and names:

Former residents/neighborhood:

I understand that the information on this form is to be restricted to the private use of the residents of Winchester Trails.

Signature of Resident
Date

[] **Yes, I wish to be in the next WT Directory** [] **No, I do not wish to be included**

Each resident should already receive a copy of the

"Trail Writer"

Newsletters are delivered to each mailbox during the first week of the month.

If you need to review an article or find a phone number, simply go to www.WinchesterTrails.com web site and click on newsletters.

The Trail Writer is printed and mailed by Peel Inc.

If you would like to advertise, please contact

Peel @ 1-888-687-6444

Peel also maintains a web site @

www.Peelinc.com

Every resident can help support our community by stopping anyone delivering door-to-door fliers. Advise them of our "No Solicitation" policy. Ask the vendor for a manager's name and phone number in order to contact them and make them aware of the policy. In addition, we can offer the opportunity to advertise in the newsletter. It is everyone's responsibility to assist in keeping our community safe. We appreciate the assistance.

If you are not receiving the newsletter, please contact our newsletter editor at newsletter@winchestertrails.com

Winchester Trails Maintenance Board

January 2009

Dear New Trails Homeowner,

Welcome to the Trails! You now reside in one of the greatest subdivisions on the northwest side of Houston. We are providing this welcome packet in order to update you with the latest information and help answer questions.



As a member of the subdivision, we encourage you to attend our maintenance meetings at 7:00 pm at the Clubhouse on the first Thursday of the following months: February, April, June, August, September, October, and December.

Included in this packet, is a Winchester Trails Information Form (green sheet). Please complete and submit the sheet so that we can update our records. Even if you choose not to be listed in our local directory, it would be helpful to have a phone number or email address for things such as dispensing security concerns or child alerts. The form is located on the web site should your information need updating.

The enclosed newsletter will provide additional information about our community on a monthly basis. We hope you will find the remaining packet helpful and informative. At any time, you can always use the web site at www.winchestertrails.com.

We hope you enjoy living in the Trails and that you can find time to volunteer for a committee. The last attachment is a Trails Contact sheet full of committee names, phone numbers and web sites of interest. Our neighborhoods are only as good as the work we put into them.

Your Board of Directors!

Introduction to Winchester Trails!

On behalf of Trails residents, committee representatives and the Board of Directors, we welcome you to our neighborhood. The following information is offered to answer questions and give you an avenue for future input or concerns.

Winchester Country Trails Maintenance Association, Inc.

The above association has been formed as a means of assuring continued maintenance, the upkeep of the subdivision and to enforce the deed restrictions to maintain property values. These services include the operation of street lighting, general maintenance, entry and common area landscaping, recreation center, mosquito abatement and contract for operation of our swimming pool. Every October, an election is held to rotate the five member volunteer Board of Directors.

The Board of Directors contracts with Planned Community Management, Inc. (PCMI) to provide accounting and administrative services to Winchester Trails. Any association correspondence should be sent to:

Winchester Country Trails Maintenance Association, Inc.
c/o Planned Community Management, Inc.
P.O. Box 219223
Houston, TX 77218
(281)870-0585

Currently, Barbara Riley is the project manager with PCMI. You are welcome to contact her at (281) 870-0585 extension 1313 or email her at briley@stes.com. PCMI also maintains a web site at www.pcmi-us.com.

Architectural Review Committee (ARC)

A volunteer committee oversees all neighborhood ARC activity. This includes making any changes to a home prior to move-in or under repair and maintenance. The ARC request form is attached as well as General Instructions for using this process. If you are making any changes to your home and have any questions whether an ARC form is required, contact the PCMI representative listed on the previous page.

Board of Directors

A list of the five Board of Directors is located on the trails web site as well as in each monthly newsletter. Election to the Board is open to all residents in good standing. Terms are two year appointments, no term limits. Please consider becoming involved in your community as a Board member.

Clubhouse Rental

The Trails clubhouse is located across from Bang Elementary and adjacent to the pool. Any resident with maintenance dues that are current, can rent the clubhouse for a fee with a deposit. Our rental contract has been updated and is available on our [website](#) to review. A fee and deposit are required. The voicemail phone number for rental is 832-592-3297. Messages recovered every 48 hours.

Deed Restrictions

Deed restrictions provide legal protection of your investment. PCMI and a volunteer Board of Directors visually inspect the subdivision and act upon any violation based on procedures set forth within the deed restrictions. A copy of Winchester's deed restrictions can be found on the Trails web site at www.winchestertrails.com.

Emergency Services

In case of fire or crime threats in progress, call 911. All other problems should be directed to the Sheriff's Department at (713) 221-6000. State your name and the name of the subdivision and street. This will aid the dispatcher to find the location quickly.

Job Seekers

A list is maintained of teens looking for babysitting, yard work or other jobs. The list is located in the newsletter. Please send all requests to directory@winchestertrails.com.

Marquee

There is a marquee sign located on the second isle just inside the subdivision entrance. It is updated monthly and serves as a reminder for residents of upcoming community events. If you know of a community event you would like to post check with Melissa at directory@winchestertrails.com.

Newsletters

The newsletter committee publishes a monthly newsletter. Various articles are produced and companies can take out advertising. Contact the newsletter editor at newsletter@winchestertrails.com, if you have a suggestion for an article or are not receiving your monthly subscription. Past newsletters can be found on the trails web site.

No Solicitation

There is a "No Solicitation" sign located on the entrance isle. This sign serves as a notice for vendors that we do not endorse home-to-home selling, posting or other such activity. Please help us by notifying anyone going door-to-door through the subdivision that this activity is not allowed. It is unsafe for homeowners as well as advertisers. We cannot maintain security if we cannot identify who is in the subdivision. Do not argue with any person or group handing out fliers simply call the Sheriff's office (713) 221-6000. A description will be helpful to the Sheriff. It is every resident's responsibility to keep our neighborhood secure. It never hurts to ask people why they are in the subdivision, especially if they appear to be lost or have no immediate sense of a direction.

Pets

Winchester Trails enforces leash laws as incorporated into our deed restrictions. Both dogs and cats fall under the same umbrella. Pets are NOT allowed to roam the subdivision. Additionally, while walking your pets it is NOT an opportunity for them to take relief on another resident's yard. A resident may call Animal Control at the number listed on the Trails contact sheet to have a stray animal picked up. Cats will not be allowed to roam the streets and dogs will not be allowed to bark continuously. Contact a Board Member for additional assistance if you experience these problems.

School Information

We are located in the Cypress-Fairbanks Independent School District.

Elementary:	Bang Elementary	www.cfisd.net	(281) 897-4760
Middle School:	Cook Middle School	www.cfisd.net	(281) 897-4400
High School:	Jersey Village High School	www.cfisd.net	(713) 896-3400
Lunchroom Payments:	Parent Account Management System "PAMS"		

Security

We have a [security committee](#) in order to report potential problems or ask questions. Residents can email directly from the security page of the website. To report crimes, abuse, fire, etc., please contact 911. If there is any security information that the subdivision needs to disperse, it will be listed on the website security page. Questions or discussions about security and how it is provided need to be addressed in the Board meetings.

Signs (posting)

As of Jan. 1, 2008, there is a new state "Bandit Sign Law". This new law targets signs that are posted along county right-of-way. This law targets homebuilders, work-at-home, any fix-it type signs and others that have multiplied along county easements. Although we do allow "Lost pet" type signs in our neighborhood please be responsible and remove any type of sign you display. These signs will eventually get wet and fall into someone's yard or dirty our streets. Help us keep the subdivision looking good. We have an "e-blast" facility available to inform as many residents as possible. Contact our directory editor at directory@winchestertrails.com for additional information on e-blast.

Street Parking

In every subdivision, there are occasions where residents need to park in the street. Please **DO NOT** park directly across from another vehicle on the street. This could prevent an emergency vehicle (fire/ambulance) from getting to a location as soon as possible. In addition, we experience more vandalism to vehicles that are parked on the street.

Swimming Pool

The pool season opens late May and runs to September. Maintenance fees must be paid in full for a homeowner to purchase pool tags. A letter will be sent out in April or May to inform residents of the pool schedule and dates for obtaining tags. Individual Family members must have their own tag, which is linked to their emergency information. Guest passes can be purchased during the season. Prices for tags are set each season and are usually on the order of \$1.00 per tag.

We have a contract for our Lifeguard services. Two Lifeguards are stationed at our pool whenever it is open. Lifeguards are there to watch our children's pool activities, NOT referee. A good rule of thumb is one adult for every five children (assuming mixed ages). Pool games are at the discretion of the Lifeguard. Our pool is a valuable asset and each resident can assist in helping security to maintain this asset. Please call the Sheriff's department or a Board member if you see anyone around the pool or clubhouse during closed hours. Greater Houston Pool manages the Lifeguards. Their telephone number and web site are listed on the Trails contact sheet.

Tennis Courts

There are two courts available for resident's use. Please limit your play if others are waiting. Maintenance is everyone's responsibility and repair expenses come out of each homeowner's assessment. Players should pick up after themselves and report anyone on the courts not using them appropriately. That means no skates, skateboards, razors, fireworks or other such materials. We need all residents to watch over this asset. Should you need help contact the [tennis committee](#).

Trash Collection and Recycling

Winchester Trails contracts with Waste Management for the collection of trash and recycling. Attached is a sheet that outlines their service dates, conditions and customer service number. If a problem cannot be resolved through their management or PCMI, you may contact a member of the Board of Directors.

Vehicle Decals

The WT decals are supplied by the association and should be placed on the driver's side of the rear window. If you need additional decals, contact our [welcome representative](#). These decals instruct police that the owners reside in Winchester Trails.

Water and Sewer Services

West Harris County Municipal Utility District (MUD) #9 under the laws and guidelines of the State of Texas provides water and sewer services. The MUD office is located at 9431 Rio Grande Dr. 77064 (at the northwest corner of Rio Grande and West Road). To establish service or report water leaks, the telephone number is (281) 807-9500. You can also email them at info@whcmud9.com. They have a clubhouse available to rent for a fee, and the voicemail number to inquire about this rental is (281) 807-6839.

Welcoming Committee

We want to make sure that everyone that moves into the Trails receives a Welcome Packet. Title companies are slow to report new home sales. If you know of someone that has recently moved in, please contact our [welcome committee](#) as listed on the Trails Contact Sheet.

Winchester Trails Information & Telephone Directory Form

There is a green sheet included in your packet that requests information to update our directory database. Contact updates are always appreciated. There is a teenage job posting local to the subdivision and will be printed in the newsletter at various times. This file is kept confidential and it is not posted on the web.

Yard-of-the-Month (YOM)

The [YOM committee](#) is charged with selecting two yards each month that are examples of exceptional landscaping work. The subdivision is divided into two sections at the bridge on Rio Grande. If you are chosen, someone from the committee will come by and post the sign and take a picture of your yard for inclusion in the monthly newsletter. Residents are asked to post the sign throughout the month. Each selected homeowner will receive a gift certificate at the end of the month.

Updates to this Document

This document was drafted with input from various residents and resources. I wish to thank those that contributed. If you have an idea or suggestion to improve our welcome package or any of the materials attached, please contact Ron Matthews at ron.matthews@winchestertrails.com.

Check the newsletter or [Winchester Trails web site](#) for the current names of Board Members and committee members. Remember, our subdivision does not work without volunteers. If you are new to the subdivision, volunteering is an excellent way to meet residents. If you have lived here for some time and not volunteered, now is the time to serve. It takes all residents to make this work!