

CASTLEWOOD Connection



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December



sign up for a

SPECIAL ONLINE

**STORY-TIME
WITH SANTA**

STRAIGHT FROM THE

North Pole

*and for an individual virtual visit
for the whole family!*

VISIT CASTLEWOODHOA.COM
FOR DETAILS AND
TO SIGN UP

Saturday, December 5th

From the Community Manager

Castlewood Annual Meeting & Annual Assessments

If you cannot attend the annual meeting on December 10, 2020, be sure to return your proxy or absentee ballot by December 7, 2020. Your proxy/absentee ballot can be dropped off at the clubhouse in the drop box, mailed to the association at 3420 Fairfield Ln, Highland Village, TX 75077, or scanned and emailed to the community manager at jhansen@spectrumam.com. If you have misplaced your annual meeting mailer please email the community manager for a new copy or visit www.castlewoodhoa.com.

Annual Assessments of \$650 are due January 1, 2021

Billing statements went out in early October– if you are new to Castlewood and unsure if you owe 2021 assessments, PLEASE reach out to the community manager at jhansen@spectrumam.com

Payment Options

Pay Online

You can make a one-time payment, set up recurring payments, or view your account balance by using Spectrum's online bill pay service. Visit www.spectrumam.com to log in to your account. Select 'Account Information' under the 'For Homeowners' tab. From here, you can select 'Pay Assessments' to see detailed account information. A small convenience fee (3.25%) will be charged if you choose this option, or a \$1.99 flat fee will be incurred if you choose to pay by check.

Pay by Phone

Spectrum is available to take your payment by phone 24 hours per day, 7 days a week, rain or shine (excluding major holidays) by calling (866)729-5327 Option 1. We accept Visa, MasterCard, Discover, and American Express. A small convenience fee (3.25%) will be charged if you choose this option, or a \$2.95 flat fee will be incurred if you choose to pay by check.

Pay by Mail

Payments can be placed in the return envelope received with your assessment statement. Mailed payments are processed electronically; please do not send cash. Check or money order payments should be made payable to the association and mailed to:

Spectrum Association Management
P.O. Box 299008
Lewisville, TX 75029

Be sure to include your account number on the check.

Pay in Person

Drop your check at the Clubhouse office in the drop box, be sure to notify the community manager via email that you have dropped off a payment. Once received the community manager will provide a receipt via email and add a note to your account. **Your payment will not be processed onsite but will be forwarded to Spectrum Association Management for processing. Onsite payment does not constitute on-time payment. Payment must be received by Spectrum's billing department, processed, and credited to your account before the due date. Paying onsite may delay processing.**

jhansen@spectrumam.com—Community Manager

Contact Information

3420 Fairfield Lane
Highland Village, TX 75077
Phone:
972-317-2457 onsite office
972-236-6214 remote office
jhansen@spectrumam.com
www.spectrumam.com
www.castlewoodhoa.com

Jennifer Hansen
Community Manager

Professionally Managed By:

Spectrum Association
Management
Dallas Division Office
5212 Tennyson Pkwy
Suite 130
Plano, TX 75024
972-992-3444



Important Reminder



Proxies need to be returned by December 7, 2020. If you need a new copy please visit www.castlewoodhoa.com where you can download and print a new copy. Information about the candidates is available on the website as well.



Please drop your proxy off at the clubhouse in the drop box OR email it to the community manager at jhansen@spectrumam.com.



If we are unable to meet quorum, the meeting will have to be cancelled and reconvened at a later date at significant cost to the community.



Thank you!

Jennifer Hansen

Community Manager



December Community Inspections

In this months community inspections violations will be issued for:

- Visible Trash and Recycle Bins
- Basketball Goals That Are Not Properly Weighted
- General Lawn Maintenance/ Leaves
- General Maintenance Issues



**THANK YOU
for making
Castlewood FUN &
SPOOKY!**



**What neighborhood
had two story Skeletons,
Haunted Candy Buffets,
Singing Projection Pumpkins,
Hitchcock-like Window scenes,
Skeletons that ski, bike and climb
trees AND the ULTIMATE
Candy Chute?! **Castlewood**
of course!**



**And don't forget....
the Spook-a-licious Pizza Drive Thru for all!**

Annual Meeting of the Membership:

Thursday, December 10, 2020

Board Information

Tony Leone, President

Mike Murphy, Vice President

Jeff Bailey, Secretary

Amber Coddington, Treasurer

James Richter, Director

Modifications Committee

Bert Williams, Kathy Parker,

Heyder Alsaffar, Steve Dodson , and

Peggy Williams

Application for Home Improvement

is available on the website under

“Community Forms.”

Annual Assessments of \$650 are due

January 1, 2021



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Ryan's Lawn & Vacation Services

I am a 16 year old Castlewood resident looking to earn money during the summer. The services that I provide are the following:



- Weekly Lawn Care
- Outdoor Project Assistance
 - Mulch/Dirt Spreading
 - Leaf Raking
- Vacation Services



- Lawn Care
- Plant Watering
- Pet Sitting



Please text/call Ryan Murphy at 940-230-5938 if interested.

**COMMERCIAL & RESIDENTIAL FLAT GLASS • CUSTOM INSULATED GLASS
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At CK Glass and Mirror, our business is built on our professionalism and integrity. R.E.D. represents our founding principles of building **Relationships** with our clients, **Excellence** in everything we do, and our **Drive** to go above and beyond your expectations. *We will show you why we are the clearest choice when it comes to glass.*

Our goal at CK Glass and Mirror is to help those in need and provide a one stop glass shop for all of your glass and glazing needs. We offer commercial and residential flat glass replacement and installation, screen application, shower enclosures, custom mirrors, table tops, and more!

Customers choose CK Glass and refer us to their friends and family because of our ability to deliver on what we promise. We stay upfront, honest, and truly want to help. Thank you to everyone who has supported our local business.

We have THE BEST clients anyone could hope for. We are so blessed to have met and worked with the people we have. Without them, there would be no us.

At CK Glass, helping others is a big part of who we are. This company is our ministry and we plan to use the platform we have been given to help those in need. If you need anything, glass or not, please feel free to contact us. Call **202-722-0373** or visit **ckglassco.com** for more great information.

CK Glass CO. is a Proud Sponsor of the Castlewood Dragons Swim Team!



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<https://www.theroofrepairguy.com/>



CASTLEWOOD HOMEOWNERS ASSOCIATION

3420 FAIRFIELD LANE

HIGHLAND VILLAGE, TX 75077



Send a photo of your child's letter to Santa to:
CASTLEWOODSANTA@GMAIL.COM

Santa will send
your child a
REAL return letter
in the mail!

*Letters from
Santa
Claus*

* Please include your mailing address in email
* Send your letters by December 18th to ensure delivery