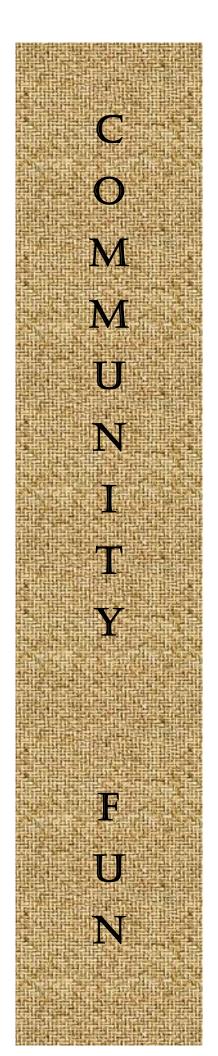
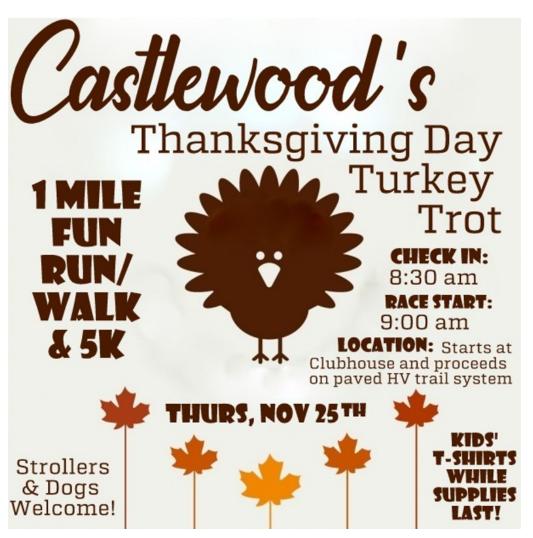
# **CASTLEWOOD** Connection











#### New Policy Resolution Notice Regrading Use of Common Areas and Amenities

Policy Resolution of the Castlewood Homeowners" Association, Inc. Adopting Rules for the Care and Preservation of the Common Area and Sanctions for Violations Thereof

The BOD unanimously voted to approve the above resolution in which the association can impose consequences for damage and misuses of the amenities including a suspension of future use of said amenities in addition to retaining any deposit for damage and billing additional costs to the homeowner to cover expenses above and beyond the deposit. Prior to any suspension of privilege, the homeowner will be notified in writing of the damage and any remedy which may be invoked as a consequence of this damage. Homeowners may request a hearing within 30 days of notice.

To view the full resolution visit the community website at www.castlewoodhoa.com

Residents with current reservations will be contacted by the community manager to sign an updated version of the rental agreement to be signed and returned prior to receiving an access code for their reservation. All reservations moving forward will receive the newly revised rental agreement policy. This agreement includes a check in and out process for all rentals. Failure to report existing damage may result in the resident assuming responsibility for damage done during a previous reservation.

Residents are responsible for their invited guests, family, and any vendors while they are using common areas or amenities.



#### **Contact Information**

3420 Fairfield Lane
Highland Village, TX 75077
Phone:

972-317-2457 onsite office 972-236-6214 after hours jhansen@spectrumam.com www.spectrumam.com www.castlewoodhoa.com

Monthly BOD Meeting
November 17, 2021

Jennifer Hansen
Community Manager

### **Professionally Managed By:**

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

#### Save the Date 2021

- Turkey Trot November 25, 2021
- Cookies with Santa December 4, 2021
- Annual Meeting December 10, 2021
- 2022 Assessments Due January 1, 2022



Watch your inbox or check the community website for more information.

www.castlewoodhoa.com

#### Annual Assessment Reminders

Please remember that your 2022 Homeowners Association assessments are due January 1, 2022. Payments posted after close of business January 31, 2022, will be subject to a late fee and collection fees as defined in the HOA collection policy. These fees will continue to be assessed, at the end of every month, until the assessments are paid in full. We recommend you make every effort to send your payment as early as possible to avoid any unnecessary charges

If you will be mailing your payment, we ask that you please allow 15 days for mailing and processing. Payments left at the onsite office are not processed by the community manager, they are mailed to the billing department for processing. Dropping your payment off at the office or drop box DOES NOT constitute an on-time payment, please make every effort to use one of the many options available through Spectrum AM to avoid delays in your payment.

Payment options can be found by logging in to your account at <a href="https://www.spectrumam.com">www.spectrumam.com</a> or by visiting the community website at <a href="https://www.castlewoodhoa.com">www.castlewoodhoa.com</a>.

New to Castlewood. Welcome to the neighborhood! If you are unsure if you owe assessments, be sure to reach out to the community manager to confirm. Need your account number or help setting up an online account, the community manager can help with that as well.

Just call, email, or stop by the onsite office.

Jhansen@spectrumam.com 972-317-2457 Onsite office hours M-F from 9 to 5

#### Annual Meeting 2021

The annual meeting will be held Friday, December 10, 2021, at 6:00 pm in the Clubhouse. If you are unable to attend in person, be sure to return your proxy/absentee ballot no later than Monday, December 6, 2021 at 5:00 pm. Residents are encouraged to visit the community website www.castlewoodhoa.com for information about the candidates and for additional copies of the annual meeting mailer if needed. Annual meeting information can be found be selecting the "Annual Meeting 2021" tab.

Proxies/absentee ballots can be dropped off at the onsite office during regular business hours, M-F from 9 to 5, left in the dropbox, scanned and emailed to the community manager at jhansen@spectrumam.com, or mailed to the HOA at 3420 Fairfield Ln. Highland Village, TX 75077.

#### 5 Easy Ways to Give Back

- Give Blood. Visit Carter Blood Care to donate at their Flower Mound location or visit The Red Cross to locate a blood drive near you in November.
- Random Acts of Kindness— leave a note or special treat for a neighbor or service worker like the mail person. Pay for someone behind you in the drive though or cover the tab for someone at a local restaurant. There are too many ideas to list. Get the family involved and make someone feel special!
- Sponsor a child on an angel tree. Visit the Salvation Army website to locate an angel tree near you.
- Round up gently used towels and blankets and donate them to a local animal shelter.
- Donate toiletries, snacks, charging cables and headphones to the USO in DFW. Make a service man or woman feel at home while they wait for their flight right here at DFW. For more information visit https://dfw.uso.org/.



#### Annual Meeting of the Membership:

Friday, December 10, 2021

### **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

Annual Assessments of \$650 are due January 1, 2022



Employment and Business Domestic and Family Insurance and Medical Copy Certifications Wills, Testaments, Affidavits

Power of Attorney Trusts and Quit Claims Mortgages and Real Estate Closings



Lisa Hansen Mobile Notary / Signing Agent

630-402-8928 acsigning.com



# Lee & Hollie Woodham

Owner TPCL 0809118

940-231-0004

PO Box 335 Ponder, TX 76259

ponderpestcontrol@gmail.com ponderpestcontrol.com



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## Castlewood CONNECTION



CASTLEWOOD HOMEOWNERS ASSOCIATION 3420 FAIRFIELD LANE HIGHLAND VILLAGE, TX 75077

