

Denton County  
Juli Luke  
County Clerk

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Instrument Number: 67602

ERecordings-RP

MEMORANDUM

Recorded On: June 23, 2025 09:21 AM

Number of Pages: 12

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" Examined and Charged as Follows: "

Total Recording: \$69.00

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\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\*

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

**File Information:**

Document Number: 67602  
Receipt Number: 20250620000437  
Recorded Date/Time: June 23, 2025 09:21 AM  
User: Michael T  
Station: D7LFZSG3 (Station 13)

**Record and Return To:**

Corporation Service Company



STATE OF TEXAS  
COUNTY OF DENTON

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time printed hereon, and was duly RECORDED in the Official Records of Denton County, Texas.

Juli Luke  
County Clerk  
Denton County, TX

**AFTER RECORDING, PLEASE RETURN TO:**

**Judd A. Austin, Jr.  
Henry Oddo Austin & Fletcher, P.C.  
1717 Main Street  
Suite 4600  
Dallas, Texas 75201**

**SIXTEENTH SUPPLEMENTAL CERTIFICATE AND  
MEMORANDUM OF RECORDING OF DEDICATORY  
INSTRUMENTS  
FOR  
CASTLEWOOD HOMEOWNERS' ASSOCIATION, INC.**

STATE OF TEXAS           §  
  §  
COUNTY OF DENTON      §

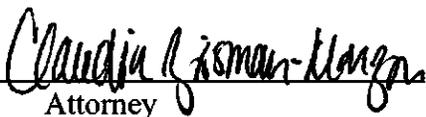
The undersigned, as attorney for Castlewood Homeowners' Association, Inc., for the purpose of complying with Section 202.006 of the Texas Property Code and to provide public notice of the following dedicatory instrument affecting the owners of property described on Exhibit B attached hereto, hereby states that the dedicatory instrument attached hereto is a true and correct copy of the following:

- ***Castlewood Homeowners' Association, Inc. – Resolution of the Board of Directors of Castlewood Homeowners' Association, Inc. – Establishing Minimum Lease Term*** (Exhibit A).

All persons or entities holding an interest in and to any portion of property described on Exhibit B attached hereto are subject to the foregoing dedicatory instrument. The attached dedicatory instrument shall remain in force and effect until revoked, modified or amended.

**IN WITNESS WHEREOF**, Castlewood Homeowners' Association, Inc. has caused this Sixteenth Supplemental Certificate and Memorandum of Recording of Dedicatory Instruments to be filed with the office of the Denton County Clerk, and serves to supplement those certain dedicatory instruments recorded in the Official Public Records of Denton County, Texas, to wit: (i) as Instrument No. 2004-127719; (ii) as Instrument No. 2005-26794; (iii) as Instrument No. 2005-71599; (iv) as Instrument No. 2008-32973; (v) as Instrument No. 2011-118417; (vi) as Instrument No. 2011-120736; (vii) as Instrument No. 2013-34509; (viii) as Instrument No. 2021-165080; (ix) as Instrument No. 2021-0140384; (x) as Instrument No. 2021-195185; (xi) as Instrument No. 2021-200057; (xii) as Instrument No. 2023-5621; (xiii) as Instrument No. 2024-9529; (xiv) as Instrument No. 2024-11704; (xv) as Instrument No. 2024-21161; (xvi) as Instrument 2024-27043; and (xvii) as Instrument No. 2024-49457. The attached dedicatory instrument serves to replace all dedicatory instruments previously filed by Castlewood Homeowners' Association, Inc. intended to establish minimum lease terms.

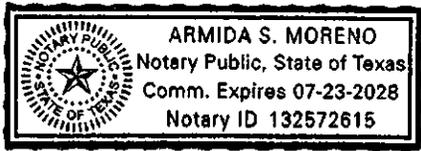
**CASTLEWOOD HOMEOWNERS'  
ASSOCIATION, INC.,  
A Texas Non-Profit Corporation**

By:   
Its: Attorney

STATE OF TEXAS           §  
  §  
COUNTY OF DALLAS       §

BEFORE ME, the undersigned Notary Public, on this day personally appeared Claudia Zissman-Monzon, attorney for Castlewood Homeowners' Association, Inc., known to me to be the person whose name is subscribed on the foregoing instrument and acknowledged to me that he executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND AFFIRMED SEAL OF OFFICE on this 20th day of June 2025.



*Armida S. Moreno*  
\_\_\_\_\_  
Notary Public, State of Texas

# Exhibit A

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
CASTLEWOOD HOMEOWNERS' ASSOCIATION, INC.  
ESTABLISHING MINIMUM LEASE TERM**

STATE OF TEXAS           §  
  §  
COUNTY OF DENTON       §

WHEREAS, the Board of Directors of the Castlewood Homeowners' Association, Inc. (the "*Board*") is the entity responsible for the operation of the Castlewood Homeowners' Association, Inc., (the "*Association*") in accordance with and pursuant to that certain the Declaration of Covenants, Conditions and Restrictions for Castlewood was filed on July 2, 1997, and recorded as Instrument No. 1997-44273 of the Official Public Records of Denton County, Texas, as amended or supplemented (collectively, the "*Castlewood Declaration*"); and

WHEREAS, under Article XII, Section 12.4(f) of the Castlewood Declaration, no rule shall prohibit leasing or transfer of any Unit or require consent of the Association or Board for leasing or transfer of any Unit; provided the Association or the Board may require a minimum lease term of up to twelve (12) months; and

WHEREAS, further under the Castlewood Declaration, the lease or rental of a home is permitted so long as the lease is not for less than the entire home, and all improvements thereon, and is for a term of at least six (6) months; and

WHEREAS, the Board finds and has determined that it would be in the best interest of the Association to clarify and unequivocally state the Association's required minimum lease term; and

WHEREAS, under Exhibit C, Section 4 of the Castlewood Declaration, the Board has authority to adopt, amend and enforce reasonable Rules (as defined in the Castlewood

Declaration), and penalties for the infraction thereof, regarding the occupancy and use of the Property including, without limitation, the occupancy and leasing of dwellings; and

WHEREAS, a meeting of the Board was held of the 17 day of June, 2025 (the "*Meeting*"); and

WHEREAS, a quorum of the Directors was present at the Meeting; and

WHEREAS, a motion was made that the Board adopt rules and regulations establishing the minimum term for a lease of any property subject to the Declaration (the "*Motion*"); and

WHEREAS, the Motion was duly seconded, discussed, and presented for a vote at the Meeting; and

WHEREAS, the members of the Board present at the Meeting, by majority vote, resolved to approve the Motion along with the rules and regulations attached hereto as Appendix A.

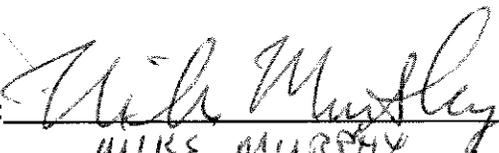
**NOW, THEREFORE, KNOW ALL PERSONS BY THESE PRESENTS,** that the Board has resolved, and does hereby resolve, to adopt the rules and regulations attached hereto as Appendix A.

**IT IS FURTHER RESOLVED,** that these rules and regulations shall apply to all individuals who own record title to any real property subject to the Castlewood Declaration.

**IT IS FURTHER RESOLVED,** that this Resolution, and the rules and regulations adopted hereby, shall become effective when filed of record with the Office of the Denton County Clerk, and when sent via electronic mail to those Members of the Association who have registered an email address with the Association and when posted on the Association's website.

IT IS FURTHER RESOLVED, that this Resolution shall forthwith be recorded in the Official Public Records of Denton County, Texas, and shall remain in effect until otherwise modified or rescinded by the Board.

**CASTLEWOOD HOMEOWNERS'  
ASSOCIATION, INC.,  
a Texas non-profit corporation**

By:   
MIKE MURPHY  
President

## Appendix A

### **LEASING RULES AND REGULATIONS**

For purposes of these Leasing Rules and Regulations, the terms "lease" or "leasing" shall refer to the exclusive or non-exclusive use, occupancy, possession or right of possession of a Lot, including the dwelling thereon, by any natural person other than the Owner, for which any person using, occupying or having the right of possession of the Lot, including the dwelling thereon, pays consideration or any benefit to the Owner of such Lot or any third-party affiliated with or designated by said Owner. Any Owner of a Lot, including his or her agents, affiliates or designees shall only lease said Lot to an individual or a family in strict compliance with the following terms and conditions:

Leasing of Dwellings. (a) The leasing of a dwelling, in accordance with the terms of these Rules, shall not be considered a business or trade. Nothing in these Rules of the Declaration will prevent the leasing of a dwelling by the Owner thereof for private, residential purposes provided that: (i) any lease of a dwelling must be for a term of at least six (6) months; and (ii) no portion of a Lot (other than the entire Lot) may be leased. Short-term rentals or transient stays at a dwelling are expressly prohibited, i.e., any term less than six (6) months. All leases shall comply with and be subject to the provisions of the Declaration and the provisions of same shall be deemed expressly incorporated into any lease of a Lot.

(b) Any listing or advertisement of a Lot, dwelling, or any portion thereof, for lease for a term that is less than a term of six (6) months on any social media platform or otherwise, shall be deemed a violation of the Leasing Rules and Regulations. Written notice of such violation shall be provided to the Owner, and the Owner shall remove such listing or advertisement within ten (10) days of the date of such notice. If the listing or advertisement is not removed within ten (10) days of the date of the notice, the Board may levy fines in accordance with the Enforcement Procedures and Fine Schedule attached hereto as Appendix A-1.

(c) The Board is hereby authorized to promulgate additional reasonable Rules relating to the leasing and occupancy of Lots and the dwellings thereon, including sanctions for violations of such Rules.

Appendix A-1

**ENFORCEMENT PROCEDURES AND FINE SCHEDULE**

Status	Violation Procedure	Action Required
Sighting or Report of Violation	Notice of Violation Letter and Intent to Fine \$200.00 daily if violation is not cured within 10 days from the date of the Notice (mailed to owner via Certified Mail). Right to request a hearing before the Board of Directors is provided.	10 days to cure to avoid the imposition of fines
Violation Not Cured After 10 days from Mailing Notice of Violation Letter	Violation Fines are Assessed – Monitor platforms every seven (7) days to determine if violation has been cured	Daily Fines of \$200 are levied until violation is cured
New Violation After Initial Violation Cured (within 6 months from the date of Initial Notice of Violation)	Fines levied. Notice to Owner of Violation and Continuing Fines	Daily Fines of \$200 are levied until violation is cured
Sighting or Report of Violation (later than 6 months from date Violation Letter sent to Owner allowing right to request a hearing)	Notice of Intent to Fine \$200.00 daily if the violation is not cured within 10 days from the Notice (mailed to owner via Certified Mail). Right to request a hearing before the Board of Directors is provided.	10 days to cure to avoid the imposition of fines
Violation Not Cured After 10 days from Mailing Notice of Violation Letter	Violation Fines are Assessed – Monitor platforms every seven (7) days to determine if violation has been cured	Daily Fines of \$200 are levied until violation is cured

## **EXHIBIT B**

Those lots, blocks, tracts and parcels of real property located in the City of Highland Village, Denton County, Texas more particularly described as follows:

- (i) All property subject to the Declaration of Covenants, Conditions and Restrictions for Castlewood, recorded on July 2, 1997 as Instrument No. 97-R0044273 in the Real Property Records of Denton County, Texas, including that property annexed by supplemental declarations filed as: (i) Instrument No. 97-R0044274; (ii) Instrument No. 97-R0066634; (iii) Instrument No. 98-R0118851; (iv) Instrument No. 99-R0033177; (v) Instrument No. 99-R0124933; (vi) Instrument No. 99-R0124935; (vii) Instrument No. 00-R0097901; (viii) Instrument No. 2001-R0000459; (ix) Instrument No. 2001-R0022599; and (x) Instrument No. 2001-R0022600;
- (ii) **Castlewood Section One**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 97-R0018751 in Cabinet N, Page 113 of the Map Records of Denton County, Texas;
- (iii) **Castlewood Section Two - I**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 98-R0018832 in Cabinet O, Page 247 of the Map Records of Denton County, Texas;
- (iv) **Castlewood Section Three - I - A**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 99-R0021471 in Cabinet Q, Page 42 of the Map Records of Denton County, Texas;
- (v) **Castlewood Section Three - II - A**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 99-R0050420 in Cabinet Q, Page 144 of the Map Records of Denton County, Texas;
- (vi) **Castlewood Section Three - I - B**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 99-R0050421 in Cabinet Q, Page 146 of the Map Records of Denton County, Texas;
- (vii) **Castlewood Section Three - II - B**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 2000-R0121466 in Cabinet S, Page 396 of the Map Records of Denton County, Texas;

- (viii) **Castlewood Section Three - I - C**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 2000-R0121465 in Cabinet S, Page 394 of the Map Records of Denton County, Texas;
- (ix) **Castlewood Section Three - I - D**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 2000-R0121450 in Cabinet S, Page 392 of the Map Records of Denton County, Texas;
- (x) **Castlewood Section IV (I)**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 00-R0069964 in Cabinet S, Page 116 of the Map Records of Denton County, Texas; and
- (xi) **Castlewood Section IV (II)**, an Addition to the City of Highland Village, Texas, according to the Plat thereof recorded as Document No. 2003-R0069964 in Cabinet V, Page 18 of the Map Records of Denton County, Texas.