

Spectrum Association Management, 210-494-0659

Special Interest Articles

Deeding of IH35/Country
Blvd Entrance

Availability and adherence
to DCCR's



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on in Schertz by visiting
www.scherzt.com.

Deeding of Main Entrance Property

The Board of Directors, in conjunction with Spectrum Association Management, has been discussing the possibility of deeding our main entrance common area (IH35 and Country Club Boulevard) to a third party. This has also been discussed at several of our membership meetings as well as our board meetings. In order for this to happen we must follow the Bylaws and Incorporation Charter of the HOA.

In general this requires that

the following activities must take place:

1. The HOA Board of Directors must present, in writing to the membership, what they would like to do with the property owned by the HOA.
2. The Membership, all home owners (not renters or lessee) would vote on the measure, one vote per lot.
3. The measure must be approved by 2/3 vote of the membership.
4. The HOA Board then has authorization to proceed with the documented and requested activity,

If you have ANY questions regarding this process please contact Spectrum Association Management for details.

Availability and adherence to DCCR's

The Declaration of Covenants, Conditions and Restrictions (DCCR's) is a legal document referenced by the Incorporation document of the Fairways at Scenic Hills Homeowners Association (HOA) to provide the HOA Board and all Members (each individual home **owner**), guidelines for the use, maintenance and esthetics of the community known as the Fairways at Scenic Hills, Schertz, Texas.

Each and every home

owner should have been given a copy of the DCCR's at the time they purchased their property. If you are a homeowner, you can register at www.spectrumam.com and be able to view the governing documents of the association. You may also contact Spectrum Association Management for a copy at a cost of \$15.00. If you are renting or leasing property, and have not been given a copy, please contact the home

owner to receive a copy.

As a resident (whether home owner, renter or lessee) you are responsible for adhering to the DCCR's at all times. Some of the major items are:

1. Permitted use of Property
2. Lawn maintenance
3. General appearance
4. Vehicle parking
5. No trailer/RV parking
6. Signs in yard or on house
7. Fences, landscaping,

Avoid Silly Mistakes on Your Tax Returns

Tax time is fast approaching. Many of you prepare your own tax returns, so we wanted to remind you of a few common mistakes and offer ways to avoid them.

Let's get the bad news out of the way first: You cannot deduct your association assessment. Although they're used like taxes, assessments aren't taxes. They're payment for products and services delivered to all residents the association—utilities and trash removal, for example.

IRS instructions for preparing tax returns are quite useful and thorough. They can be a big help for do-it-yourselfers. However, it's the little things—silly mistakes—that most often creep into your documents and cause problems. Here are just a few tips to keep in mind:

- Prepare your tax return as early possible. Waiting until the last minute increases your chances of making mistakes. Give yourself time to gather documents or research details. Better yet, collect these documents throughout the year in a special file so you have them ready at tax time.
- Use the correct tax rates. Tax tables can be dense and difficult to read; use extra care.
- Fill in every line. If a line item on a form doesn't apply to you, put a zero or a strike through where the amounts would be. That indicates you determined it doesn't apply to you.
- Make sure all your documents are complete. Attach forms, schedules, supporting statements and explanations. If you need more space, attach separate sheets that are the same size and format as the printed forms. Transfer the totals onto the printed forms. Put your name, social security number and date on all extra pages.
- Rounding is OK. Round off all amounts on your tax return. Round up to the next dollar all amounts that are 50 cents or more. Round down all amounts that are between one and 49 cents.
- Pay on time. File on time. The quickest way to get the IRS' attention is to pay your taxes late or file your return late.
- Reply promptly to all IRS inquiries. Ignoring the IRS invites trouble—you could be audited or have your assets seized.
- Ask another person to review your tax return to check your math and ensure that all fields are accounted for. Math errors are the most frequent mistake on individual tax returns.
- Sign the return. If you pay someone to prepare your taxes, that person must sign your tax return. But, *you* must sign and date your own tax return no matter who prepares it.
- Keep copies of your tax return and all supporting documents. You'll need them next year, and you should keep them for another five to seven years after that before destroying them.

Spectrum Association
Management, LP

17319 San Pedro #318
San Antonio, TX 78232
(9am to 5pm M-F)

Phone
(210) 494-0659

Fax
(210) 494-0887



If you would like to contribute articles or ideas please send them to your Community Manager, Rick Olivares, at: rolivares@spectrumam.com
There is no compensation for articles submitted or used. Not all articles submitted will be used and the Board has final authority on content.



We're on the Web!
See us at:
www.spectrumam.com

Modifications to Your Home

Before starting any modifications to the outside area of your home, you must submit a request to your Modifications Committee. The easiest way to submit a request is through the Spectrum website at www.spectrumam.com. When submitting your request, be sure to include all plans, permits and materials that you will use during the modification/improvement process. Please allow thirty days from the day of your

submittal for the Modification Committee to review the request and make their decision. If you do not get a reply within thirty days please feel free to contact our office to check on the request. Once the request is approved, you will have six months to start construction, and then you will have nine months from the start of construction to complete the project. Failure to follow the process set forth in your

Declaration of Covenants, Conditions and Restrictions (DCCR's) could result in fines being imposed, the removal of the modification or both. If there are ever any questions feel free to contact our office at 210-494-0659 or access our website and review your Declaration of Covenants, Conditions and Restrictions (DCCR's) for guidance on the modification process.

Spectrum: Involvement is the Key

Spectrum is a Tier one management company providing association management services to various communities throughout the state of Texas. What does Tier one mean to you as an association? Tier one means top of the line as far as management companies are concerned, and at Spectrum you will receive top of the line service for your association. We manage the day to day functions of the association to include

community management, site management and financial services. We work with your Board of Directors to ensure your community is managed in a way that creates a harmonious atmosphere that is shared by each and every one of the members of your community. This does not work unless there is involvement from the community members. The community is always in need of people to serve on different committees and

to help with special projects that pop up from time to time. The best way to find out about these opportunities, and keep yourself informed of what is going on in your community, is to attend the Annual meetings for your community. By working together we (Spectrum, your Board and you) can create a community that is a pleasure to live and relax in for every one that chooses to live there.

Helpful Telephone Numbers:

<u>Non-Emergency Police Dept.</u>	(210) 658-5321
<u>Non-Emergency Fire Dept.</u>	(210) 619-1300
<u>Non-Emergency-EMS</u>	(210) 619-1400
<u>Child Abuse Hotline</u>	(800) 292-5032
<u>G.V.E.C. (M-F 7:30-6:00)</u>	(210) 658-7033
<u>New Braunfels Utilities</u>	(830) 629-8400
<u>Schertz Animal Control</u>	(210) 619-1550
<u>Cibolo Post Office</u>	(210) 658-2631
<u>Golf Course</u>	(830) 606-7351
<u>Dept of Public Safety Office</u>	(830) 620-3439
<u>Public Works (Shelly Krause)</u>	(210) 619-1800
<u>Schertz Municipal Offices</u>	(210) 658-7477
<u>Toll Free:</u>	(800) 307-4178
<u>Inspection & Code Enforcement:</u>	
<u>Shanna O'Brien</u>	(210) 619-1771
<u>Planning & Zoning</u>	(210) 619-1750
<u>Municipal Court (Court Clerk)</u>	(210) 619-1500
<u>Comal County:</u>	(830) 221-1100
<u>Guadalupe County Tax Office</u>	(210) 945-9708
<u>Community Center North Rental</u>	(210) 619-1601
<u>Parks and Recreation</u>	(210) 619-1851


SIDEWALKS AND PETS

Many residents enjoy walking our neighborhood and some with their pets. In order to enjoy those walks it is important that ALL pet droppings are picked up off of lawns or sidewalks. It is also important that vehicles are parked legally in the street or driveways with NO blocking of sidewalks. Remember both of the above are violations of City of Schertz ordinances and subject to prosecution and fines.


Fairways at Scenic Hills
c/o Spectrum Association Management, LP
17319 San Pedro, Suite 318
San Antonio, TX 78232

2011 First Quarter Newsletter

Time Sensitive Material



SPECTRUM
ASSOCIATION MANAGEMENT, LP



Spectrum Supports our Troops: Donate to Help America's Heroes


Warrior and Family Support Center

Serving patients, next of kin, and family members of soldiers

In times of crisis and war, the patriotic spirit of this nation displays itself in full glory. The Warrior and Family Support Center is a facility at Fort Sam Houston designed to meet the physical and emotional needs of America's wounded heroes. Spectrum Association Management invites you to join them as they continue in that patriotic spirit by asking you to donate some of the needed items listed to the right. If you would like to participate please bring an item with you to the upcoming annual meeting. The items you donate are distributed to wounded soldiers and their families. Please take a moment to give to those that have given of themselves for our freedom.

HELP US HELP OUR HEROES!

Warrior and Family



ITEMS NEEDED

Phone Cards, Gift Cards, Disposable Cameras, Baked Goods, Candy, Individually Wrapped Snacks, Pens, Pencils, Music, DVD's, Popcorn, Diapers, Formula and Personal Hygiene Products.