



WESTMONT

Community Newsletter

First Edition 2013

How to Reach Your Management Company

Property Management Solutions

Property Manager
Veronica Zerpa

Manager@
propertyMGTSolutions.biz

(817) 337-1221

or visit:

www.propertyMGTSolutions.biz

1858 East Keller Parkway
Suite C
Keller, Texas 76248

A Letter to Homeowners

Dear Westmont Homeowners,

PROPERTY MANAGEMENT SOLUTIONS, LLC would like to take this opportunity to introduce ourselves as your new Property Management Company. We are excited to partner with your association to develop relationships with homeowners and community volunteers. Some immediate enhancements will include open communication, community participation and consistent meeting schedules.

We will foster open communication by establishing a Web Site (www.WestmontHOA.org) and quarterly community newsletter. The web site features general community information with up to date news as needed. Your quarterly newsletter will include community interest articles, upcoming events, forms, and important contact information.

Community participation is a key element in building a strong community. Included with this letter is a Community Interest Form which provides an avenue for you to get involved within the community. The form provides committee names and summaries.

We appreciate the opportunity to work with your community.

You may reach us at the following:

Phone Number (817) 337-1221 **Fax Number** (972) 591-5625

E-mail Addresses: manager@propertymgtsolutions.biz

Web site Address: www.propertyMGTSolutions.biz

Mailing Address:

Property Management Solutions
1858 East Keller Parkway
Suite C
Keller, Texas 76248

WestmontHOA.org

Please utilize our HOA website to find Westmont events, community and area events, meeting minutes, contact information and much more.



Check Out Our New Website!

We are excited to announce our new website
WestmontHOA.org

Property Management Solutions is proud to offer a web based portal for your association. With this service, Westmont homeowners can login to the website and gain access to many important items. Residents will have access to their personal account. This offers the ability to view current account balance, 12 month payment history and the status of violations, ACC/Property Modification submissions, and others information. In addition to this financial visibility, residents have the ability to view all governing and association documents, forms and guidelines. All forms for submitting new owner information and any other submissions can be completed on the new website. There are over 50 different features available on the website.

To gain access to the website, you will need to click on the link in the menu labeled, "Request Login". Provide the required information and a member of staff will approve access. A unique login name and password will be sent back once approved for access. It is strongly recommended that the login and password be changed after initial login to something more memorable. This can be changed by clicking on the "My Profile" link and typing in a new login name and password in the appropriate fields of the "Edit My Profile".

The following information can be accessed including:

- Calendar of Events - monthly views
- Community Directory - resident profile
- Invoices - payments
- Violations with pictures. Any letters sent out to your address
- Online neighborhood discussion group blog
- Financials
- Online statement review - Board Access
- Member home page
- Upcoming events
- Newsletters
- Message Service - mass e-mail
- Instant access to information
- Resource Center - Community documents (ACC, FAQ, etc.), Form tracking
- Local neighborhood search - Restaurant, shopping, etc. Good for new resident to learn the area
- Online payments available

The website gives residents a management office that is never closed.

Westmont Community Newsletter

We want to Hear From YOU!

We want to know if you would like to start a club/group social event in Westmont. We are here to assist with new ideas and committee volunteers! We can assist with meeting spaces, refreshments and overall support! Let us know what you are interested in by calling (817) 337-1221.

How about:

Men's Poker Night

BUNKO

Scrapbooking Club

Mom's Meeting - Play dates

Walking Club - there are so many more!



We will be delighted to list your meeting times and place on the website and in the newsletter! We are waiting to hear from you!

The **GRILLshoppe**
at fort worth butane

A Barbeque Specialty Store

Located at 5828 E. Belknap Street in Haltom City
(817) 838-6961 • www.grillshoppe.com • info@grillshoppe.com

Gas Grills • Charcoal Grills • Grilling Islands
Replacement Grill Parts • Gas Logs • Smoker:
Outdoor Kitchens • Kitchen Equipment
Serving the Ft. Worth area since 1958

**COOKING FOR TASTE?
THE BIG GREEN EGG IS THE ANSWER!**

Meet The Big Green Egg Family

A small investment for a Lifetime of Cooking



100% Satisfaction GUARANTEED!

**HOW TO ADVERTISE
IN THIS PUBLICATION**
Please visit
**[www. impactpro.biz](http://www.impactpro.biz) or
call us at (817) 337-7333**

Committee Interest Form

_____ : Yes! I want to join a committee!

My Name: _____

My Address: _____

My Community: _____

My Phone Number(s): _____
Home Work

My E-Mail Address: _____

Please check those committees you are interested in:

_____ **Social Committee** (initiates and organizes social events for the community; holiday parties, community barbeques, card clubs, etc.)

_____ **Communications / Welcome Committee** (works closely with other committees, welcomes new neighbors, works on input for website posting, and helps with the community newsletter)

_____ **Landscape Committee** ('eyes' of the community, implements a "yard of the month" program and advises Property Management Solutions, LLC of any landscaping needs, i.e., broken sprinkler heads, entry lights not working, etc.)

Please submit your form to any of the following avenues:

Email Address

manager@propertymgt solutions.biz

Fax Number

(972) 591-5625

Mailing Address

Property Management Solutions, LLC
1858 E. Keller Pkwy
Suite C
Keller, TX 76248

Phone Number

(817) 337-1221

From the ACC

Purpose:

The Homeowners Association of Westmont is charged to protect and enhance the property values of all homeowners of Westmont and is dedicated to help keep Westmont a neighborhood with an environment and appearance that the homeowners desire.

A major element contributing to successfully achieving these objectives is to maintain a desirable set of building/construction requirements that are set forth in the covenants of the Westmont Homeowners Association. The purpose of the architectural control committee is to ensure that new construction and/or modifications to existing buildings comply with these applicable covenants.

The purpose of these guidelines is to provide information for the Architectural Control Committee (ACC) that will help to render an equal and consistent review of all improvements submitted to the committee.

Additionally, in order to facilitate a clear understanding among all parties involved, these guidelines shall also be included with the information checklist that is provided to the applicant upon initial contact with the ACC. By signature on the appropriate form, the applicant indicates he/she has read these guidelines and thereby understands what information the ACC will require for review and why.

The ACC strongly recommends the owner and/or builder review the Deed Restrictions that can be found online prior to submitting the ACC applications.

No alteration in Westmont may be erected or altered until plans have been approved by the ACC. In the case of a color change, new roof, new deck or fence, etc, ACC approval is required in all cases.

Property Modification Approval Request Form for Existing and New Modifications

1. ABOUT THE RESIDENT(S)

| | | | |
|----------------|--------|-------------------|--------|
| Name(s) | | | |
| Address | Phase: | Lot: | Block: |
| Community Name | | | |
| E-Mail | | | |
| Phone(s) | | Best time to call | |

2. ABOUT THE PROJECT

| | |
|--|---|
| Proposed start date | Proposed completion date |
| Describe the nature of the project (attach pages as necessary) | |
| Location (attach sketch/drawing) | |
| Dimensions | Distance from fences and easements |
| Colors | What impact will this have on your neighbors, if any? |
| Materials | |
| Builder | Other (specify) |
| <input type="checkbox"/> Project already started | <input type="checkbox"/> Project already completed |

3. ABOUT THE REQUIREMENTS

| YES | NO | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | I/We have read the appropriate Deed Restrictions |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | I/We have obtained a building permit (attach copy) Copies of applicable permits must be provided to the committee; until received, applications requiring permits will carry a condition requiring the submission of permits. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | This project will require fence removal (if yes, inform Association Manager) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Completed project will be visible from the street |

Include a plan view or plat drawing to scale, and any other supporting documents that explicitly project location. Include multiple perspectives if helpful. Specify distance from fences, easements, other structures and neighboring properties. Also include blueprints and rendering, pictures, or drawing of the finished product. Specify any that apply: Construction and finish materials, including color, siding, stain or paint colors (include name brand, color number and color chips), masonry type (i.e. brick, stone, etc.) drainage plan, plant sizes and types, electrical or plumbing, wood type. Include rendering or picture (designating colors and materials) of finished projects. Specify impact on neighbors both during construction and after completion.

As each of us bought our property, we agreed by our signatures to abide by the Declaration of Covenants, Conditions and Restrictions (a.k.a. CCRs or Deed Restrictions). The Deed Restrictions protect our property values by keeping the community a highly desirable place to live. ACC (Architectural Control Committee) approval must be obtained prior to the start of your project. To avoid delay, make your request as complete as possible and type or print legibly. Incomplete requests will be returned for additional information. Incorrect information or changes made after approval invalidates approval. The ACC tries to assure that all changes to our properties conform to the appropriate Deed Restrictions. Thank you for your understanding and cooperation.

Signature of Property Owner

Date