

## Administration Frequently Asked Questions

**What is the SpringWood Estates Home Owners Association?**

The SpringWood Home Owners Association is a non-profit corporation that was established at the time our community was developed. The Association is comprised of all the owners of property within SpringWood Estates, with membership transferring from owner to owner when a property is sold.

**What services are provided by the Association?**

The Association supports a wide range of services for the residents throughout SpringWood Estates. The annual assessments that are collected from each owner pay for the purpose of beautification of the subdivision and promoting the recreation, health, safety, and welfare of the residents of the property related to the use and enjoyment of the common properties. This includes but not limited to landscape maintenance (mowing and lawn care; irrigation of common areas; summer and winter annuals; tree and shrub planting, trimming, debris removal from all common areas and administrative expenses (cost of labor, equipment, materials, management and the supervision thereof, printing and postage, legal fees, banking, insurance, etc.) are just a few of these services.

**Who are the Board of Directors and what do they do?**

The Association has an elected board which are homeowners who have volunteered their time and energies on behalf of the entire community. Their job is to establish policies, adopt and oversee the budget, ensure that financial obligations are met, appoint committee members, etc. New Board Members are elected each year at Annual Membership Meetings and serve for a one-year term. There are five Board of Director positions.

**Are Board Members Paid?**

No. All members of the board are volunteers that receive no remuneration for their services. These members work for the betterment of their community because of their desire to make it a good place to live.

**Do I have to abide by the rules of my association? After all, I own my home.**

Yes. In the purchase of property in SpringWood Estates is the agreement to abide by the SpringWood Estates Declaration of Covenants and Restrictions. However, these rules keep the community attractive and livable, and they help maintain property values.

**What happens when there is a covenant violation?**

Many homeowners call the board members because they continue to see a particular covenant violation in their neighborhood and because when they don't see this violation corrected. They may assume that the Association has failed to take any action on the violation. Here's the procedure the Association follows for covenant violations: When a homeowner calls the Association with an alleged violation, the violation is reported to the appropriate committee member. That person visits and verifies that there is, indeed, a violation. A friendly reminder letter is then generated by the Association with a cure period (anywhere from 5 to 30 days) for the violation. If the cure period passes without the violation being corrected, a second letter is sent to the offending homeowner requesting compliance. Depending on the nature of the violation, if the owner does not response to the Association in time allowed, the matter is turned over to the Association's Attorney for action. Before legal procedures are filed, the attorney, by certified letter, requests that the violation be corrected and defines course of action that will be taken. This system has worked well for SpringWood, and it is important to keep in mind that some violations may not be corrected overnight. Please be patient. Some things just take more time than others to correct.

**Do I have to purchase a special mailbox?**

**The ARC designated a Barcelona Mailbox to be used by all home owners in SpringWood Estates. It can be purchased from Pemba Inc., 104 P Street, Belle Chasse, LA 70037, telephone: (504)394-4132. When ordering a new mailbox and/or mailbox post, be sure to mention that you are a resident of SpringWood Estates. This is to ensure that will get the correct mailbox. See [Barcelona Mailbox](#).**

**My mailbox has been damaged. Where do I get it repaired?**

**Pemba Inc. can assist you with the repair of your mailbox.**