

# promenade

A T S P E C T R U M

HOMEOWNERS' ASSOCIATION

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**To: All Residents**

**Date: August 30, 2024**

**Subject: Maintaining Our Common Areas**

Dear Homeowners,

We hope this letter finds you well.

As you may be aware, Promenade at Spectrum recently underwent significant improvements and investment in our community with the installation of new flooring and carpeting in the Phase 1 hallways and stairs. We're writing to request your assistance in preserving these enhancements for the long term.

Unfortunately, we've noticed that some residents are inadvertently causing damage by dragging trash bags and other garbage through the common areas. This practice can lead to leaks, stains, rodents, insects, and other damage to the flooring. Not only is this disrespectful, but grease, proteins, fats and most foods never completely come out of the carpets - especially when they are walked on as it grinds down into the fibers.

To ensure that our community remains clean and attractive – and our property values robust - we ask that you take the following steps:

1. **Secure Trash Bags:** Before taking your trash out, inspect your bags for any leaks or spills. If necessary, place the bag(s) inside a larger, leak-proof bag.
2. **Do Not Leave Trash Outside in Common Area Hallways:** This practice is never allowed for any length of time.
3. **Avoid Dragging Trash:** Carefully carry your trash bags to the designated disposal area, avoiding dragging them along the floors, sidewalks, and streets.
4. **Inform Tenants:** If you have tenants, please communicate these guidelines to them.
5. **Be Aware:** Violators will be billed for cleaning fees.

By following these simple steps, we can collectively maintain the beauty and value of our community.

Your cooperation is greatly appreciated.

Sincerely,

**Howerton Management Services**

Managing Agent for, Promenade at Spectrum HOA

cc: Board of Directors