



IMPORTANT INFORMATION – TRADITION COMMUNITY ASSOCIATION DATED MAY 11, 2026

Hello Tradition Residents!

Summer is almost here, and we hope you are all planning to enjoy all that the Community and the beautiful South Florida weather has to offer.

We wanted to take this time to share some important information with everyone. The Board has recently approved a rule regarding the carrying of weapons in Tradition Community Association common areas. We have enclosed a ratified copy for your reference. In essence, carrying of a firearm or other weapon, either openly or concealed, is not permitted in Tradition Community Association common areas. The enclosed rule does call out specific exceptions. This rule applies even if you do have a "concealed carry" license for your weapon.

We have also enclosed an updated "FAQ" sheet for your reference, covering many of the questions we routinely receive.

We hope this information is helpful. Please feel free to contact our site office at (772) 345-5101 should you have any questions.

Sincerely,

Angela Shepherd, LCAM
Property Manager, Tradition Community Association, Inc.
Enclosures



Expendable Property Services

Tradition Community Association, Inc.
10521 SW Village Center Drive #203, Port St. Lucie, FL 34987
Phone (772) 345-5101

**RESOLUTION BY UNANIMOUS WRITTEN CONSENT OF
THE BOARD OF DIRECTORS OF
TRADITION COMMUNITY ASSOCIATION, INC.**

THE UNDERSIGNED, being all of the of directors of the Tradition Community Association, Inc., a Florida not-for-profit corporation (the "Association"), acting in lieu of a meeting by unanimous written consent pursuant Section 617.0821 of the Florida Not-For Profit Corporation Act, do hereby waive all notice of the time, place and purpose of a meeting and consent to and adopt the following resolutions:

WHEREAS, Article 5, paragraph (b), sub-paragraph (iii) of the Association's Amended and Restated Articles of Incorporation of Tradition Community Association, Inc. ("Articles") provides that the Association has the power to "make rules and regulations and to enforce covenants, conditions, or restrictions affecting any property to the extent the Association may be authorized to do so under the Charter or By-Laws," and

WHEREAS, Article 8 of the Articles provides that the Association's business and affairs shall be conducted, managed, and controlled by the Board, and

WHEREAS, the Board of Directors desires to promulgate a rule concerning the carrying of firearms on Association Common Area.

NOW, THEREFORE, LET IT BE RESOLVED:

The Board of Directors of the Association hereby adopts the Rule Regarding Carrying of Weapons on Common Areas, attached hereto as **Exhibit A**.

IN WITNESS WHEREOF, the undersigned Members of the Board of Directors have hereunto set their hands and seals as the last date executed by the respective director.

**BOARD OF DIRECTORS:
TRADITION COMMUNITY ASSOCIATION, INC.**

DocuSigned by:

Karl Albertson

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K. Karl Albertson, Jr., President

Date: 12/5/2025

Signed by:

Jonas Read

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Jonas Read, Vice President

Date: 12/5/2025

DocuSigned by:

Eric Sexauer

86B88AFF33D84E5

Eric Sexauer, Treasurer

Date: 12/5/2025

EXHIBIT A

Rule Regarding Carrying of Weapons on Common Areas

Except as expressly provided below, no person shall carry or possess any firearm or other weapon, whether open or concealed, on any Common Area owned or maintained by the Association. This prohibition applies to all Owners, tenants, guests, invitees, contractors, and other persons while on or within Common Area facilities, including but not limited to the Town Hall, Town Square, Gazebo, Splash Pad, Tot Lot, Dog Park, parks, trails, stormwater areas, and other portions of the Common Areas not described in the exceptions below.

Exceptions.

1. Private Rights-of-Way and Sidewalks. This Rule shall not apply to any person lawfully carrying a firearm or other weapon while traveling upon any portion of the Common Areas designated or used as a vehicular or pedestrian right-of-way, including internal streets, drive lanes, and sidewalks, whether for ingress or egress to a Lot, residence, or other destination.
2. Vehicles. This Rule shall not apply to any lawful possession or transport of a firearm or other weapon within a private vehicle that is being operated or parked within the Community.
3. Law Enforcement. This Rule does not apply to duly authorized law-enforcement officers acting within the scope of their official duties.



TRADITION

Frequently Asked Questions

How can I make my monthly payments?

Castle Management has a variety of options for you to make your monthly maintenance payment as shown below. Please feel free to call or email Castle Management if you need assistance.

- **Option 1: Automatic Withdrawal (AutoPay)**– The Association will withdraw your payment from your bank account each month. Please be sure to set your payment date for the 1st of the month. (HIGHLY RECOMMENDED). To enroll, visit Castle Group's website, www.castlegroup.com, select "Resident Center", then "Manage Autopay", and follow the steps to join. You will be asked to enter your account number and last name as listed on your coupons. You will also need to include the "Association ID" – TN, and the "Management ID" – 7001. This is a free service, and will update automatically annually with any changes in the fee amount.
- **Option 2: One-Time Payment** – Make a payment online using your bank account or credit card. "One-Time Payment" is used to make a payment online using your preferred payment method. Go to Castle Group's website, www.castlegroup.com. On the top left corner of your screen, click "Resident Center", then "Pay Online". The next screen asks for your first and last name, email address, and account number as listed on your coupons. If a unit is owned by a company, you will need to enter the company's full name in the Last Name field. Please note there is a third-party processing fee associated with this option.
- **Option 3: Mail a check with a coupon** – Make your check payable to the Association and mail your check and coupon to the address listed on your coupon.
- **Option 4: Utilize Bill Pay Service through your bank** – Please note that these payments are typically sent without a coupon and there may be a delay in posting these payments. These payments are sent via check by your bank, even if you are setting up the transaction online. When setting up your payments, please confirm the account number in the memo section of the payment setup is the same as the account number shown on the coupons, to avoid any delay in the posting of your payments. Please also note the due date on your coupons and schedule your payments to be initiated at least 10 business days prior to that date to avoid late fees. You will need to update the amount manually as the amount changes annually with the budget.

Address for Bill Paychecks:
Alliance Association Bank
PO BOX 621073
Orlando, FL 32862-1073

If you have any questions, or require clarification, please feel free to contact our site office at (772) 345-5101, Opt.1.

How does Tradition Community Association communicate with the residents?

Town Sq is the app used by Tradition Community Association to share community updates, pertinent documents, including budget and financials, and is also a platform for residents to send in inquiries, questions or comments to our site office. Please use one of the QR codes below to access the app on your phone or tablet.

Town Sq Website

Town Sq App – App Store

Town Sq App – Google Play



It is important to note that we communicate predominantly via email in an effort to manage costs of USPS mailings. We ask that you please provide us with a **valid email address that you check often**, as you will miss many important notices and updates throughout the year if you share an address that you infrequently use. We do not share email addresses with any outside sources – contact information shared with the Association is only used for the purposes of HOA correspondence.

Where is the Tradition Community Association site office located?

We are located at 10521 SW Village Center Drive, Suite 203, Port St. Lucie, FL 34987, at the south end of Tradition Square in the "Tradition Station" building. We are on the 2nd floor, to your left as you exit the elevator. You can park in the spaces on the street on the north side of the building or in the parking lot on the south side of the building – you can enter from either side. Please see the street view from the north side of the building below.



Office Hours and Phone Number:

Monday – Friday 8:30AM – 4:30 PM
(772) 345-5101

Can I pay my dues quarterly or annually?

Yes, you can pay as much ahead as you like – there is no penalty or benefit.

What do the monthly dues charged by the Tradition Community Association cover?

Your monthly dues cover the operations and maintenance of common areas throughout the community, as well as pass-through charges for the bulk communication/technology services provided by Blue Stream Fiber. Any additional services (i.e., additional boxes, increased internet speed, additional glass breaks or other security system items, etc.,) will be billed directly to the homeowner by Blue Stream Fiber.

Is my Dog Park key the same key to access my neighborhood pool/clubhouse?

No, they are separate keys. Please contact your neighborhood homeowner's association for information regarding access to your community facilities. If you do not have a key to the Dog Park, please contact our site office for assistance.

Is there a Lost and Found department?

If any items are found by our groundskeeping staff, they will be turned over to our Tradition Management Office. Please call (772) 345-5101 for further details.

Is there a regular meeting schedule for Tradition Community Association Board Meetings?

At this time, the Board of Directors for Tradition Community Association meets as needed, with meeting notices being posted on the public bulletin board in Tradition Square at 10795 SW Civic Lane or mailed out to each member as required by State Statute.

Your Tradition Community Association Management Team:

- Alan Barnes, General Manager – abarnes@castlegroup.com
- Angela Shepherd, Property Manager – ashepherd@castlegroup.com
- Ann Tinawin, Assistant Property Manager – mtinawin@castlegroup.com
- Marisol Ramos, Administrative Assistant – marisol.ramos@castlegroup.com
- Erum Brown, Accounting Specialist – erum.brown@castlegroup.com
- Dani Phillips, Town Hall Venue Coordinator – dphillips@castlegroup.com

