



**THE GARDENS AT  
HERITAGE GREEN  
CONDOMINIUM  
ASSOCIATION, INC.**

**800 Callaway Court  
Chattanooga, TN 37421**

**NEWSLETTER- 19**

August 31, 2016

DEAR ASSOCIATION MEMBERS:

This newsletter is being sent to you to keep you updated regarding events in our community.

1. HOA Dues/2017 Budget. Pursuant to the Master Deed, Article 8, Section 8.2 - Computation of Assessments: Annual Budget states in part: "The Board shall prepare and adopt an estimated annual budget for each fiscal year of the Association. The annual budget shall provide for a reserve for contingencies for the year ... and a reserve for replacements, all in such reasonably adequate amounts as shall be determined by the Board. The Board shall cause a copy of the budget and a statement of the amount of the assessments to be levied against each Unit for the following fiscal year to be delivered or mailed to each Owner not more than sixty (60) days, following the meeting of the Board at which such budget shall have been adopted." Section 8.3 of the Bylaws, (b) Budget and Collection of Assessments states in part, "Each year on or before September 1, the board shall estimate the annual budget of the Common Expenses (the "Annual Budget") . . . and shall notify each Member . . . in writing as to the amount of such estimate . . . ."

The HOA dues will remain \$150 per month for the year 2017. Per the Master Deed and Bylaws, the 2017 budget is provided to you and can be found on the next page. Please be aware of what all the budget is comprised of. Also you will note that all but one vendor has gone up in price for services for 2017 (and with the budget allowing for now \$45,000 instead of \$50,000 for reserves for 2017), we still have been able to hold the dues to \$150 per month for 2017. If the community would like more services provided, such as sodding of courtyards (which has not worked since we have tried this in the past with a few courtyards), pressure washing of front and back porches, washing of windows, installation of a security system/gate out front, etc., we would need to have a community vote to raise the dues to accommodate any of these type extra services.

**The HOA board has worked diligently to negotiate contracts and manage costs in an effort to defer increasing dues. However, as in all aspect of life, costs are increasing as our units age and inflation continues to impact every part of our budget. Therefore, it is likely that dues will be increased next year, particularly if we continue to be unable to recruit board members to assume management responsibilities, forcing us to hire a management company. If you wish to be on the board please contact any board member.**

Payment of Dues. We still have unit owners contacting the board to see when dues are due and where to pay. Please remember all HOA dues are due the 1st of each month, considered late after the 10th of each month and should be timely mailed to our bank's lockbox address which is: The Gardens at Heritage Green CAI, P. O. Box 63305, Charlotte, NC 28263-3305. (Please note that it takes the lockbox 7 - 10 days to process a payment). If you decide to set up some type of electronic pay please contact Ava Davis at First Citizens (423) 510-7020 to help accomplish this. Please mail only correspondence to 800 Callaway Court, Chattanooga, TN 37421 address. New coupon books for 1/1/2017 - 12/31/2017 will be ordered for all and mailed out the last 2 weeks of December, 2016. If you do not get a new coupon book by December 31, 2016 please contact Ursula at ursula@epbfi.com.

2. A/R Report. At the end of each month our HOA accountants supply the Board with an A/R Report which details which unit owner is delinquent, the amount that is owed to the Association, whether it be for late HOA dues, late fees, or a compilation of both, etc. The total amount past due as of July 31, 2016 is \$1,429.00. (At that time we had 2 unit owners past due 1 month and 2 past due 2 months as well as unpaid late fees. All financials Profit and Loss Statements, Balance Sheet and the A/R report are published each month on our website thegardensatheriagegreen.org.

3. Architectural Committee. The Architectural Committee would like to remind everyone that any owner desiring to make any exterior change, improvement or addition must obtain approval for the change from their committee. The change must be submitted in writing on the "Change Request Form" which is the very last page of our Rules and Regs and can also be found on the gardens website under "Change Request Form/Exterior." Also remember the Architectural Committee is responsible for allowing placement of a satellite dish at a respective unit. Satellite dishes may not be mounted on the roof of any unit due to roof damage/insurance concerns.

4. Landscape/Maintenance Committee. Mowing/trimming continues on Wednesdays. Please be sure your gates are unlocked if you want service in your courtyard. TruGreen continues to spray the Gardens grass with fertilizers, etc.. The Landscape Committee has tagged dead bushes in the Gardens. They will be removed. We continue to paint units and also have handled a lot of maintenance items/issues. We

continue to have French Door/water issues and have made repairs, ordered new doors, etc. If you detect a problem with your doors please contact Jack Carney or Ursula.

Trash days continue to be Thursdays. Please be sure to pull your trash out and put on sleeve of your driveway. **Please use liners in your trash cans.** Stephens Garbage has no way of disposing of "loose items". Reminder: per our HOA rules, Rule #36, "Trash containers of any type must be concealed out of site except for on collection days." Please be sure to remove trash cans to the courtyard area/behind your fence or garage after trash runs on Thursdays.

5. **Pest Control.** The monthly pest control services/spraying (Lady Bug) continue to take place the 3rd Tuesday of each month. Please contact Lady Bug at (423) 698-5769 if you need to arrange for extra spraying of the inside or outside of your unit. Jody Millard Exterminators continues to provide monthly termite control. If you have termite issues please contact Jody Millard at (423) 877-0111. Please keep these numbers handy.

6. **Pets and City Pet Licenses.** As a reminder, in the City of Chattanooga, it is required that proof of spay/neuter be provided by your veterinarian on a current rabies vaccination certificate. Pet licenses are required by law for every dog and cat over the age of three (3) months in the City of Chattanooga. If your pet is found to be without a license by a McKamey Animal Services Officer, you will be ticketed to city court and fined an additional \$20 late fee. City licenses are effective from January 1 to December 31 during the year of issuance. The McKamey Animal Center is the official animal control agency of the City of Chattanooga. To purchase a city license please contact The McKamey Animal Center at (423) 305-6500.

As always, please be sure to keep your pet(s) on a leash in all common areas. [Common area is any area that is not in your house, front porch, garage or fenced in courtyard area]. It is not only an HOA rule but the law! Owners with dogs off of leashes and cats roaming freely are breaking the law and they will be fined as well as reported to McKamey officer in the future.

7. **Miscellaneous Items/Maintenance Reminders.** Per Rule #20, "Each owner is responsible for maintaining their HVAC unit, including regular maintenance of it." This includes hot water heaters as well as regular maintenance of garage doors/tracks. In case you have any questions about your garage door, please contact Northgate Doors. All garages were installed/purchased by the developer from Northgate Doors. Also please do not forget to change the filter for your air conditioner unit once a month.

8. **Parking.** Please remember to keep your vehicles parked in your garage/driveway. The parking lots on the main Callaway Road and in the back are for visitors. No commercial vehicles are allowed unless they are working on a unit. Our greatest expenditure is the landscape/lawn issues and we still have people driving/cutting through grass areas. Also no parking on roads or blocking alleyways. This has occurred several times in the past and everyone needs to let their guests know of the rules as well. Blocking the road and alleyways will prevent emergency vehicles, fire trucks, etc. from getting to their destination in case of emergency.

9. **Committees.** The Board is constantly looking for volunteers to serve on all committees. We have not had much help in this regard. Please contact any Committee Chair or Board Member if you would like to help out. The Board is currently looking into hiring a management company for the year 2018 which means dues will go up. If you would like to be part of the search group checking out different management companies for 2018 please let a board member know.

10. **Neighborhood Watch.** As many of you know, we have had unknown persons ringing doorbells and running off at all hours of the day and night the past couple of months. If this happens to you, please do not answer your door but contact the Chattanooga Police Department - [www.chattanooga.gov/police-department](http://www.chattanooga.gov/police-department); Non - emergency dispatch - 622-0022 (report suspicious activity/people); 911 - Emergency number; The Chattanooga Police Department main number is 698-2525.

11. **Holidays.** We are approaching the holiday season. It is important that not only during the holidays but at all times — you should keep your vehicles in your garage if possible. If not keep your car doors locked at all times; items in vehicles should be removed from sight and garage doors should be kept down to avoid becoming a victim of theft.

12. **Solicitors.** We have had several complaints from unit owners in regards to solicitors. If a solicitor comes to your door please tell them that they are on private property, there are "no solicitation/no trespass signs" posted and contact the Chattanooga Police Department. You do not have to have the police come to your unit. Simply ask for a drive through if you do not wish them to contact you back.