



**THE GARDENS AT HERITAGE GREEN
CONDOMINIUM ASSOCIATION, INC. 800
Callaway Court Chattanooga, Tennessee
37421**

Website: thegardensatheritagegreen.org

NEWSLETTER #27 January 21, 2022

DEAR ASSOCIATION MEMBERS:

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

1. **Annual Meeting of Members:** Pursuant to Article 5, Section 5.2 of the Master Deed/Bylaws states in part "Annual Meeting. An annual meeting of the Association shall be held on the first (1st) Tuesday of February of each year, if not a legal holiday and if a legal holiday then on the next succeeding business day for the

Due to COVID/Delta and Omicron Variants There will NOT be an annual meeting of the association on Tuesday, February 1, 2022. The only business to have been conducted would have been the election/re-election of board members which are below.

Officers up for election are:

Matt Brownfield (President) mbrownfield@gkhpc.com
Judy Webster (Treasurer) judywebster2010@gmail.com
Joanne Harbor (Finance Committee Chair) joanneharbort@epbfi.com
Dale Carney (Insurance Asset Committee Chair) dspaide@comcast.net

Other Board Members not up for election this year are:

1. Margaret Lorimer (Vice President) - fMaralorimer@comcast.net. Margaret has also been chairing the Architectural Committee since members of it had moved out of the complex so we need a new Architectural Committee Chairperson.
2. Ursula Jenkins Turner (Secretary) ursula@epbfi.com (text: 423.304.3052)
3. Jack Carney (Landscape Committee Chair) (dspaide@comcast.net)
4. (Architectural Committee Chair) (need someone to step up)

Per the Master Deed, the HOA Board members not up for re-election will re-elect the officers above via email/text/phone.

2. **Acuity Insurance Company.** We have had several unit owners ask about our new insurance policy in order to provide the information to their mortgage company. The full insurance policy can be found on our website thegardensatheritagegreen.org. Enter "library documents". Scroll down to "Insurance" Scroll to the bottom and you will see the full policy and contact information-- "2021-2022 insurance policy with Acuity" and the next line is our contact information. The full policy can be printed from the website and it is approximately 200 pages. Our new insurance company is Acuity--Policy # ZK9461. Our agent contact is Chandler Burke, c/o McIntire & Associates Insurance, 355 1st Street NW, Cleveland, TN 37311; telephone: (423) 472-5058; cburke@mcintireins.com.

3. **HOA Dues.** Please contact Ursula if you have not received your 2022 coupon book. 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 Latoya at First Citizens (423) 510-7020 to help accomplish this. Please mail only correspondence to 800 Callaway Court, Chattanooga, TN 37421 address. Dues beginning 2022 are \$190 per month.

4. **Profit & Loss Statement.** Per the Master Deed and Bylaws, The Gardens Profit and Loss Statement and Balance Sheet through December 31, 2021 detailing line item expenses for the previous year is enclosed and is being mailed to all unit owners. Year end Financials have also been posted on the bulletin board at the postal unit and are added onto our Gardens website under "documents" "financials."

5. **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. If you need to submit anything to them please do so to Margaret Lorimer at marglorimer@comcast.net.

6. **City Pet Licenses.** The City of Chattanooga requires proof of spay/neuter be provided by your veterinarian and 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 a fee. City licenses are effective from January 1 to December 31 during the year of issuance. If you have any questions please contact McKamey Animal Center- 423.305.6500. Per the city ordinance and the HOA rules, please be sure to keep all pets (dogs and cats) on a leash at all time. We still have wandering cats and McKamey has been called to come out and pick them up. Also please scoop up your pets mess.

7. - **Landscape/Maintenance Committee.** Mowing/trimming continues on Wednesdays. Please be sure your gates are unlocked if you want service in your courtyard. Please have your gates unlocked by 7:00 a.m. on mowing days. We will continue to paint units in the spring. The alleyways that were to be re-concreted last year will be done this spring. 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 ursula@epbf.com. Also we will start pressure washing sidewalks on an as needed basis as soon as weather allows.

8. 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. Break down any boxes. Stephens Garbage has no way of disposing of "loose items". The HOA contract with Stephens Garbage is for "kitchen trash items". If you need Stephens to pick up large items such as furniture, chairs, mattresses, etc. please contact Charlie Stephens to let them know in advance. They will need to order/bring in an extra truck and may or may not charge extra for removal of large items. They can be contacted at 423.693.5132. 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. We continue to have unit owners leaving their trash cans outside by the garage.

9. Pest Control and Other Services Numbers. Our termite control company continues to be Northwest Exterminating formerly Jody Millard (423) 822-5760 (Ooltewah office) or (423) 877-0111 (Hixson office). They are still responsible for our pest control. They will be on our property the 3rd Tuesday of each month for spraying. If you cannot wait til the 3rd Tuesday of the month please arrange a day for extra spraying for ants, bugs, etc. of the outside of your unit directly with them. (They will be spraying a quarter of the units on the outside each time until all are done.) You do not need to contact a board member to ask for the above services. Simply call the vendor and they will charge the HOA. Remember the HOA covers the outside not the inside for spraying. The annual termite inspection to the exterior of units took place Tuesday January 18, 2022. Please leave your gates open that day.

10. Miscellaneous Items/Maintenance Reminders. Per Rule #20, "Each owner is responsible for maintaining their HVAC unit, including regular maintenance thereof." This includes hot water heaters as well as regular maintenance of garage doors/tracts. In case you have any problems with your garage door, please contact Northgate Doors (speak with Marilyn) or another reputable garage door company. If there is a problem with your garage door please get an estimate of repairs and send to Ursula at ursula@epbf.com for approval before having work done. The HOA is not responsible for garage door openers. Only the physical garage door. Fences are unit owner responsibility as well so please be sure to keep clean. Tim Morgan can be hired to help with this at a minimal fee to you. His no. is 423.421.1078. Also with the cold weather upon us please be sure and let your faucets drip at night to prevent pipes from bursting - especially if the pipes are on an exterior wall. Open cabinet doors, etc.

11. 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 parking in grass, no commercial trucks allowed unless they are servicing your unit, 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, and even unit owners from getting to their destination especially in case of emergency.

12. Fire Protection/Fire Hydrants. Pye-Barker has once again inspected all fire hydrants on 12/16/21. The report can be found on the website.

13. Neighborhood Watch. Please contact the Chattanooga Police Department - www.chattanooga.gov/police-department: Non - emergency dispatch - 622-0022 (report suspicious activity/people); 911 - Emergency number. The Chattanooga Police Department main number is 6982525. Please keep all vehicles locked and remove valuables from your car. The Board has looked into different types of security for the complex. At this time, we will hire randomly and only when necessary, an off duty police officer for weekend nights versus gating the complex.

(a) Whether it is the holidays or not, 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. Many people have installed cameras through their security system company or even installed "Ring" or something similar. This may be something you want to check into as well.

14. Solicitors. We have had several complaints from unit owners in regards to solicitors. If a solicitor or anyone not welcome 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 your back.

15. Announcements. The HOA often puts out announcements on the website - thegardensattheheritagegreen.org. While we are aware some unit owners do not have a computer, we also try to post these same announcements at the postal unit for all to read. These announcements are anything from information about events occurring in the complex, to reminders of different items coming up. If you would like to receive these announcements which will go to your email on your computer, you need to sign up. Unfortunately, this is not something the HOA board can do for you. You need to do this from your computer. To sign up you need to (a) go into our website, (b) scroll down on the left and enter on "login." (c) Fill out the information they request. (d) That request will then come to the HOA website and you will be let in and given a password. From that point on you should start receiving announcements.