

**MINUTES OF THE REGULAR MEETING OF
THE GARDENS AT HERITAGE GREEN,
CONDOMINIUM ASSOCIATION, INC.**

February 5, 2024

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, February 5, 2024 at Chattanooga Elks Lodge, 1067 Graysville Road, Chattanooga, Tennessee 37421, right after the adjournment of the Annual HOA meeting (6:00 p.m - 7:30 pm.). The annual meeting was adjourned due to lack of quorum of members present or by proxy 31 in attendance, 5 proxies). The regular Board Meeting continues per below.

Attendance for the regular board meeting was as follows:

Mathew Brownfield - President (present)
Margaret Lorimer - Vice President (present)
Nancy Williams - Treasurer (absent)
Ursula Jenkins-Turner - Secretary (present)
Kyle Allen - Chair Finance Committee (present)
Dale Carney Chair Insurance Asset Committee (present)
Bert Webb - Chair Landscape Common Area Committee (present)
Leslie Blackstock– Chair Architectural Committee (present)

Election of Officers. Due to lack of a majority of members present or via proxy, the Board then, in its regular Board Meeting, unanimously appointed the following to be elected to serve a two year term:

Officers up for election/re-election are:

Matt Brownfield (President)
Dale Carney (Chair Insurance Asset Committee)
Leslie Blackstock (Chair Architectural Committee)

Board Members not up for election this year are:

Margaret Lorimer (Vice President)
Ursula Jenkins-Turner (Secretary)
Nancy Williams (Treasurer)
Bert Webb (Chair Landscaping Committee)
Kyle Allen (Chair Finance Committee)

After the elections, the meeting was closed due to lack of members and the floor was opened for questions, concerns, comments, some of which are relayed below:

1. Lot of landscaping questions. Shrubbery questions/complaints. Dead Bush issues/complaints. All are being worked on. The landscapers are starting to pull up all

dead bushes in the fronts and sides of homes, but in particular concentration will be the fronts of units. Those dead bushes and empty places will be replaced with new bushes. Depending on budget we may continue by pulling up partially dead shrubbery and replacing this year.

2. 5 roofs to be replaced in the Spring. 2 in the late fall if feasible. [The Hawks Group had a meeting 2/6 and have addressed all with the landscapers who are also currently trimming crepe myrtles on the grounds].
3. 509 complained about notification from Board regarding her encroaching on Gardens common space by planting large flower bed without consent on the street side of her unit. It is a violation of the Master Deed, Rule 7-Common Areas and Rule 21 to some degree - for anyone to take over Gardens common areas. She will put common area back to original form. If Board allows one to do this we have to allow others in the complex to do the same.
4. One unit owner requested a yearly schedule of when landscapers are to perform duties, such as when Gardens is to be mulched, trimmed, bushes removed, planted. [The Hawks Group said they will provide us with a yearly calendar addressing when certain items are scheduled].
5. Retention Pond area out back. Lots of people have been throwing pumpkins, trash, flower pots, etc. into the area out back by the retention pond. The retention pond area is not Gardens property. Maggie Hall has graciously volunteered to get a group together and clean out the area. If anyone would like to help volunteer please contact Maggie at Maggie.hall@epbfi.com. [This announcement for volunteers will be placed at postal unit so unit owners can contact Maggie].
6. Several unit owners commented on how nice it was to deal with The Hawks Group, Kelley, etc. which was nice to hear.
7. Several unit owners requested large rocks be placed on corners to prevent Fed Ex, UPS and other large trucks from running over grassy areas, causing mud etc. [The Hawks Group will look into providing big rocks at corners to prevent trucks from running over grassy areas].
8. Several unit owners requested “No Entry” signs be placed in cul de sac by retention pond so trucks are not allowed to travel the back roads. Need to stop in cul de sac and walk to front of homes to make deliveries. [The Hawks Group are in process of having signs made stating “No Commercial Vehicles” and will put out in Gardens areas towards back row].
9. 907 wall outside unit has cracks and needs to be examined. [The Hawks Group will check on this].
10. 305 has French Door issues – locking doors. [The Hawks Group will have this checked out].
11. The 200’s and 400’s have sprinkler issues and needs to be checked out. [The Hawks Group will have Matt check into this].
12. 779 Needs to be checked to see if house needs to be repainted. [The Hawks Group will have someone walk the complex to create list of homes to be painted].
13. 173 had issues with removal of dead bushes in her courtyard, rules and regs regarding her unit. Needs to have 2 dead bushes removed out of courtyards. And replaced. Discussion re Master Deed. Article 2 – Common Elements and Limited Common Elements. HOA responsible for Common elements – not limited common elements.

Limited Common Elements are those that serve a specific unit and are not the responsibility of the HOA. For example, courtyards that have been enclosed by fence. Nonetheless, however the HOA does continue to pay for mowing, mulching and trimming, bush removal in courtyards.

14. 173 issues with Welcome Letter. Our current welcome letter does address the HOA documents – Master Deed, website, etc. 173 was asked to give the Board a draft of a letter she prefers and we will review.
15. Gutters in last row need to be checked and cleaned. Those units are next to woods and constantly fill with leaves. [The Hawks Group will have the gutters cleaned].
16. 179 – check concrete alleyway behind 179 – failing. [The Hawks Group will check out].
17. Per the Rules unit owners need to notify HOA Board when selling, moving per Rule 34 – Notification of Sale.
18. Dirty Fences – per Rule 23 – Maintenance of Units. Unit owner responsible for cleaning dirty, green fences.
19. We have a new law that requires all HOA condos, townhomes, etc. must have a Reserve Study done which needs to be completed by 1/1/2025. The list of companies providing this service is attached. The Board will vote on a company to complete the study for us.
20. Several sidewalks need pressure washing in the spring. [The Hawks Group will have someone walk the complex to create list of sidewalks needing pressure washing].
21. Need list of houses where shutters, front doors need repainting. [The Hawks Group will have someone walk the complex to create list].
22. Sidewalk up by 1056 needs to be checked out. Muddy area – may need some sod there. Mud travels over sidewalk when raining. [The Hawks Group will check out].
23. Complaints by various unit owners about landscaping issues citing they pay \$215 month and landscaping should be better. Seems to be some confusion as to what dues actually really cover as Unit Owners pay for more than landscaping, shrubs out of their monthly dues. Below is a list of what the monthly dues for \$215 cover:

- HOA insurance (covers outside of units – Acuity Policy)
- Landscaping, trimming, mulching, grass cutting, bush replacements
- Tru Green – fertilizing of Common Areas
- Irrigation – sprinkler system
- Trash pick up
- Pest Control; termite control for outside of common areas
- Fire Hydrants – Gardens fire protection
- Pressure washing sidewalks – front entrance white fence
- Maintenance of Garden sign – electricity
- Replacement of light bulbs in all common areas and street lamps
- Repair of Street lamps and common area lamps
- Repair of greenway stone pillars
- Painting parking spaces – lines
- Garage door replacements
- Window replacements
- French Door replacements
- Painting of units, shutters, front doors

- Cleaning of gutters
- Roof replacements
- Replacement of common area concrete
- Flock security camera
- Management Company to manage the Property – Hawks Group
- Accounting services – deposits for Gardens monies, dues, etc.
- Reserve Study of the complex due 1/1/2025

There being no further business, motion to dismiss was made by Dale Carney, seconded by Bert Webb and unanimously approved by the Board.

Dated as of February 5, 2024.