

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

**Minutes of the Board Meeting  
Wednesday, July 18, 2012**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Wednesday, July 18, 2012 at the home of Ursula Jenkins, 806 Callaway Court, Chattanooga, Tennessee 37421 from 6:00 pm – 7:35 pm.

Attendance is as follows:

Norman R. Miller – President (present)  
Jack Carney – Vice President (present)  
Judy Webster – Treasurer (present)  
Marianne Schultz - Secretary (absent-out of town)  
JoAnne Harbort – Chair Finance/Accounting Committee (present)  
Ursula Jenkins – Chair Landscape Committee (present)  
Kenny Burnette – Chair Insurance/Asset Management Committee (present)  
Lynda Hendrickson – Chair Architectural Committee (present)

Agenda for 7/18/2012 meeting is attached.

Norm Miller called the meeting to order. The meeting commenced at 6:00 p.m.

The following items were addressed:

1. Minutes. The Minutes for the previous 6/13/2012 regular Board meeting were brought up for approval. Motion to approve minutes were made by JoAnne Harbort, seconded by Judy Webster and unanimously approved by the Board. The minutes are attached to these 7/18/12 minutes.

2. Architectural Committee. Lynda Hendrickson, chair, said not much going on - no report this month.

Motion to approve were made by Judy Webster, seconded by Jack Carney and unanimously approved by the Board.

3. Landscape/Maintenance Committee. Ursula Jenkins presented Board with the landscape/common area report. (Landscape Report attached). Several items were discussed. There are still major issues with Turf Builders and some are listed below:

Previously requested work:

- ❖ 731 - Andrew Shaver unit - dead bushes (front of house) moved and replaced? As of 7/18 still not replaced
- ❖ 949 - Katie Roddy - dead bushes (front of house) moved and replaced? As of 7/18 still not replaced
- ❖ TB to mulch around fake rock - complete - put extra rocks around unit-
- ❖ TB to put down sand, seed front entrance spots and Cooper street side of yard - not complete
- ❖ TB to move sprinkler head at 587 (Hendrickson) which is only watering 1 bush -complete
- ❖ TB to fix sprinkler head at 806 - complete
- ❖ Had asked TB to spray rose bushes - Bugs Be Gone product or something similar-Sevin Dust - not complete

- ❖ Previously asked TB for estimate to put in green shrubs, bushes around transformers on back alleyway - the maiden grass is not working - have not received anything to date

Work still to be done:

- ❖ 709 bushes need to be trimmed on street side
- ❖ 806 - bush next to garage still half trimmed
- ❖ 806 - front of house - uncovered hole - someone has removed the green top
- ❖ '1056 Bushes on side overlooking grassy hill need to be trimmed
- ❖ 1056 need to pull mulch off house
- ❖ 1008 - entrance to alley way at 1008 needs to be trimmed down/people cannot see to pull out in road
- ❖ 761 - irrigation line leak as of 7/17
- ❖ 771 - dirty front column
- ❖ 1016 - dirty fence
- ❖ 1024 - dirty fence
- ❖ 723 - needs paint under window
- ❖ 917 - Allgood unit - siding by front door has big scratch - side and front door also needs to be repainted
- ❖ 933 - Keiths have put in trench around patio as well as some posts???Submitted to architectural committee for approval?

Homes to be painted in future:

939-Darin Johnson  
947-Norm Miler  
828 Barker  
John Bukata  
844 - Kathy McInnis  
1006- Cooper  
1008 - Leanne Smith  
917 Allgood unit - front wall next to front door - deep scratch

Pest Control:

- ❖ Next pest control spraying is 7/19
- ❖ 331 had termites. Jody Millard took care of for \$600
- ❖ Sims and Wallace units have ants - called LadyBug to service
- ❖ Blaylock unit had ants - called LadyBug to service

Parking:

No issues this month

Animals:

- ❖ 1032- 2 complaints about white poodle running around unleashed and not being picked up afterwards
- ❖

Solicitation:

- Sent e-mail to Comcast and ADS re: solicitation in our complex

Miscellaneous:

Speeding continues -(Discussion). Will start sending letters to individuals.

Basically discussion ensued we have not budgeted monies for any more future issues this year.

Motion to approve Landscape Committee report was made by Kenny Burnette, seconded by Lynda Hendrickson and unanimously approved by the Board.

4. Insurance/Asset Committee. Kenny Burnette said there was no report this month.

Motion to approve Insurance/Asset Committee report was made by Judy Webster, seconded by Kenny Burnette and unanimously approved by the Board.

5. Treasurer Report. Judy Webster gave the treasurer's report.. All financials were distributed. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were reviewed.

The Budget for 2013 was discussed in length. The yearly budgets presented (along with monthly breakdowns) were discussed as to raising fees to \$140/per month, \$145/per month/\$150/per month. Most likely the Board will vote for \$150/per month increase at the August, 2013 meeting. (Budget proposals are attached to these minutes)

The 2013 Budget along with newsletter to be mailed out September 1, 2012.

**A/R Delinquent Unit Owners:**

We also did not have enough money on June 30 to transfer money to Money Market Account. Had to wait till following Monday to make the transfer to reserves. We continually have at least 5-6 unit owners paying late and one in bankruptcy. As of June 30 they were:

224 Norman Johnson \$169  
321 April Anderson - \$286 - continually 2 months behind  
454 - Kendles - \$117  
608 - Shirley Moore - \$143  
731 - Mike Andrews - \$663  
933 - Samuel/Tena Keith - \$169

Judy Webster certified that all accounts are reconciled.

Motion to approve Treasurer's Report was made by Jack Carney, seconded by Lynda Hendrickson and unanimously approved by Board.

6. Finance Accounting Committee Report. JoAnne Harbort gave the finance committee report. Basically we looked at and discussed the accounts receivable and the report is attached to these minutes..

Motion to approve Finance Accounting Committee Report was made by Kenny Burnette, seconded by Judy Webster and unanimously approved by Board.

7. Other Items for Discussion:

- (a) Speeding - still thinking of alternatives. Tabled til next meeting.
- (b) Turf Builders - we will send them notice of termination letter 11/17/12 to be effective 12/31/12 (they need 45 days written notice per contract). Already looking for landscaping bids for next year.
- (c) 2013 Budget - dues will most likely be raised to \$150 per month beginning 1/1/2013. Board to vote on this issue at the August, 2013 meeting.
- (d) Jody Millard Estimate for Termite Control - The Jody Millard Pest Control numbers have been added to budget for 2013 and they will send us contract. Price is \$5 per unit per month.
- (e) Rose Bushes - additional rose bushes, plants, etc. are not in budget currently.

- (f) Retention Pond - Dog issues. We will order signs and place at retention pond area and several other areas around the complex. Norm, Ursula and JoAnne to pay for the signs. Apparently some unit owners and outsiders do not consider the area part of our grounds.
- (g) The president of the homeowners association across the street and the president of Heritage Green to get letters regarding their homeowners coming on grounds, not picking up after their pets and not keeping their pets on a leash. Further violations to be reported to McKamey Animal Center.
- (h) Garage Doors - letters need to go to owners of units where garage doors are dented.
- (i) Craig Miller to receive 2nd letter re: dog issue and our complex. He is a non resident who continues to bring in dog unleashed.

There being no further business the meeting was adjourned.

Motion to dismiss was made by Jack Carney, seconded by Kenny Burnette and unanimously approved by the Board.