

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

**Minutes of the Board Meeting  
Monday, June 17, 2013**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, June 17, 2013 at Keller Williams Realty, 1200 Premier Drive, Chattanooga, TN 37421 from 6:00 pm – 7:30 pm.

Attendance is as follows:

Norman R. Miller – President (present)  
Jack Carney – Vice President (present)  
Judy Webster – Treasurer (present)  
Ursula Jenkins - Secretary (present)  
JoAnne Harbort – Chair Finance/Accounting Committee (present)  
Don Wilson – Chair Landscape Committee (present)  
Kenny Burnette – Chair Insurance/Asset Management Committee (present)  
Lynda Hendrickson – Chair Architectural Committee (absent due to work)

Agenda for 6/17/13 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 5/28/13 regular board meeting were reviewed and are attached. Motion to approve minutes were made by Don Wilson, seconded by Judy Webster and unanimously approved by the Board.

2. Landscape/Maintenance Committee. Ursula Jenkins presented Board with the Landscape/Common Area Committee report. (The report is attached to these minutes). Dan Abbott - Owner Trinity Landscaping attended the meeting. The below items were discussed:

- Unit owners will be notified that: (a) Any unit whose gate is not open or easily accessible will not be serviced. (b) Courtyards with trinkets, yard art, etc. blocking mowers from working will also not be serviced. (c) All trash must be kept on driveway - not in grass so mowers can work without interruption of removing trash. (d) While landscapers are mowing, trimming and pruning, unit owners will be asked to leave them alone to do their jobs. (e) All problems and special requests should be addressed to Don Wilson or Ursula. (f) Thursdays continue to be mowing days, especially for courtyards. (g) Mowers will start mowing (at 7:00 a.m.) Wednesdays all common areas. Will finish Thursdays. (h) If it rains Wednesday evening or Thursday morning mowing will resume the next dry day, whether that be Friday, Saturday or Monday. Dan to check the Gardens to see if we had rain. (Just because other areas around us have rain does not mean we also received rain.) Was told other things can be done even if it has rained -- such as continuing pruning of bushes, etc. (i) Dan to concentrate on mowing-trimming-weeding. Was told no more spraying/killing off grass. Was told to use the weed eater. (j) Dan was asked to slow the mowers down. Speeding in greenways and turning quickly make the tires cut into the sod and tear it up. (k) Mulching is not complete - Dan to finish. Have one or two rows left.
- Approximately 5 bushes have died on last greenway. They have been pulled.. Dan to give estimate to replace new bushes.

- A holly bush at the front of 579 has died and been pulled. Dan to give estimate.
- List will be formed of units that need sodding. (814, 636, 1008, 1022, 428, 252 and 1048 so far).
- List will be formed of units that have too much mulch on stone.
- List will be formed of wires above ground.
- There is an uncovered hole in ground in front of unit 909. Dan to check out and order cover.
- Painting of units is continuing. (Last year we painted 860, 854, 925 and 846). This year we have 678, 828, 844, 923, 806, 1006, 208, 804, 557 and 822 slated to be painted. The first seven have already been painted as of today's date.
- Several units have been slated to have trim repainted, columns repainted, garage door trim repainted, etc.
- Several units have shutters that have been repainted and more are ear marked to be repainted.
- Birds' nests off front porches will be removed/cleaned as soon as eggs hatch/birds leave. Bird repellent will be put in place. The repellent seems to be working.
- A list is attached of units that need gutter extensions.
- 769 French door was ordered.
- Board to look at mulch glue.- \$34 covers 1500 square feet. There are some units where roof is so steep that water overflows gutters and mulch is washed away.
- Stains on roof were addressed. Cosmetic. Nothing will be done about this at this time. The mildew from some roofs is causing gutters to be dirty.
- Irrigation - Had meeting with Port Raulston - 6/13. He is to combine some controllers to ease in running system. Is handling back flow testing. Will get back to us when he is ready to show us how to work the controllers/meters and has other information. Said the system was in pretty good shape.
- Jody Millard - termite control - Have asked Randy Wilhite for meeting date to determine how they can treat units on inside. Waiting to hear from him.
- All gutters will be cleaned when Tim finishes painting. Has cleaned the back row but the outside of gutters is still not clean. Tim will look for another product to use.
- List will be formed of units needing roof shingles tacked back in place.
- Speeding continues with Federal Express and UPS trucks. Managers have been contacted.
- Unit owners/guests are still speeding. We are going to once again look into speed bumps/speed gates - cost estimates on something to prevent speeding.
- 1024 was sent 3rd letter 6/13 to clean fence.
- 775 - parking issue discussed.

Motion to approve Landscape Committee report was made by JoAnne Harbort, seconded by Jack Carney and unanimously approved by the Board.

3. Architectural Committee. Lynda Hendrickson was absent due to work. There was no architectural committee report. However, Mrs. Martin (a committee member) was present to discuss repainting of the front sign. She brought to the board 3 options (color pictures) for renewal (painting) and the third option was chosen. The poles would be painted a dark green color to accent the sign. The sign itself would be repainted with the colors of the stone in it. Mrs. Martin to give us an estimate on having this done.

Motion to approve picture #3 for repainting of new sign color was made by Don Wilson, seconded by Judy Webster and unanimously approved by the Board.

4. Insurance/Asset Committee. Kenny Burnette stated there was nothing to report this month.

5. Treasurer. Judy Webster gave the treasurer's financial report.. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were signed by 2 people. The accounts were properly reconciled.

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

6. Finance Accounting Committee. JoAnne Harbort gave the financial report. A/R was discussed and we appear in excellent shape. Also Ursula attached copies of the Cashier's Check in the amount of \$100,000.00 for opening of the First Tennessee Bank CD along with copy of the Certificate of Deposit (Receipt) and First Tennessee Bank Resolutions approving 3 signators for the CD. Signers on the new First Tennessee Account will be Ursula Jenkins, Judy Webster and JoAnne Harbort (Copies of all are attached to these minutes).

Motion to approve the Finance Accounting Committee report was made by Don Wilson, seconded by Jack Carney and unanimously approved by Board.

7. Miscellaneous Items.

(a) Speeding continues. Will look into estimates/costs of speed bumps, gates for next meeting. Some discussion regarding signs/photo-cameras to deter speeders. No decision made as of today's meeting.

(b) Our next board meeting will be Monday, 7/15/13 at Keller Williams.

There being no further business the meeting was adjourned. Motion to approve was made by JoAnne Harbort and seconded by Jack Carney.