

## **Monarch Glen HOA Board of Directors**

October 5, 2010 Meeting Minutes

**Present:** Don Watts, President  
Bonnie Higgins, Treasurer  
Anissa Hatcher, Secretary

**Absent:** Lena Watts, General Attendee

**Next Meeting:** November 2, 2010  
5:30 p.m. at 3017 Milburn



Meeting called to order at 5:33 p.m.

### **Approval of Minutes from September 7<sup>th</sup> and 9<sup>th</sup>, 2010**

Motion/Second/Approved and Adopted

### **Approval of September Financials**

Motion/Second/Approved and Adopted

### **Financials**

#### **September**

- Don caught an error with High Performance billing for landscaping:
  - Contract was presented to last years' Board President with a monthly rate of \$365; that amount was crossed out and \$345 was written in and initialed by last years' Board President;
  - We have been getting billed at the \$365 rate;
  - Don called Craig; the difference is for bushes being trimmed twice a year, which is how often last years' Board President wanted them trimmed. The contract amount wasn't changed back to the \$365 rate to reflect this.
  - High Performance hasn't done the second cutting; if we want to cancel that he will refund the difference.
  - Don will call Craig tomorrow and request the bushes be cut back significantly; if how much the bushes are cut back affects the \$365 rate, we will not do it; if it does not affect the rate, we will have them do the second trimming and continue paying the \$365 rate.

### **Old Business**

#### **Liens**

- None filed
- None released

#### **Unpaid Dues**

- Homeowners with payment agreements:
  - Two paying as agreed;
  - One did not make payment in September.
- Board will contact Heritage about turning Homeowners with delinquent accounts over to collections.
  - Those Homeowners with payment agreements will not be turned over, unless they are not paying as agreed.
- One Homeowner has an account balance over \$800, most of that is fines previously assessed.
  - Board would like to get a copy of their account from Heritage with a breakdown of when they were fined, how much, and for what;
  - Board would like to approach the homeowner about getting Dues paid, and reach an agreement about the fines.

#### Attorney

- Anissa:
  - Called the Attorney on September 10<sup>th</sup> and thanked him for his services and requested they send us billing.
  - Called Heritage today and asked if they had received the bill; per Cindy they have not.
  - Called Attorney's office, spoke with the bookkeeper, Brenda. She sent a detailed statement on August 31<sup>st</sup> to Heritage, and another statement on September 30<sup>th</sup>. The balance due is \$195.00.
  - I requested Brenda send the detailed statement again, and verified she had the correct address for Heritage;
  - I called Cindy again to advise I spoke with Attorney's office and requested the invoice be sent again. Cindy will look for the invoice this week.

#### 3015 Regal Glen Ct

- We had Heritage send a letter advising outcome of the insurance claim, and requested payment of Dues by September 30<sup>th</sup>; if not paid account will go to collections;
- Homeowner sent a letter to Heritage saying he disagrees with insurance company report, and requested all future correspondence be sent to his attorney, and included that contact information.
- On October 3<sup>rd</sup>, an email from Homeowner was sent to HOA email address requesting information about covenants, liability insurance, and emergency contact information;
- This email was forwarded to all Board members and Linda at Heritage;
- Board will ask Linda to respond to his email, advising:
  - We will provide a copy of Covenants, Bylaws, Policies & Procedures, and the Insurance policy;
  - Heritage is the HOA contact for emergencies, and provide the number for after hours emergencies; and
  - Inquire as to where he would like the documents sent: to his attorney, as previously requested, or his home?
  - Once a response is received as to where Homeowner would like the documents mailed, they will be sent out.

#### Neighborhood Break-ins

- No break-ins have been reported.

#### Foreclosure of Home in Neighborhood

- We haven't received any information about the hearing that took place on September 15<sup>th</sup>.

#### September Compliance Follow-up

- All issues have been corrected.

#### New Business

##### Safety Issues

- None

##### Irrigation Pond

- There has been standing water in the pond area for over a week;
- Don walked down last night and couldn't see any issues. It could be someone overwatering, someone drained an above-ground pool, or maybe rocks are blocking the drain.
- We will watch the water level; if we continue to see standing water we will further investigate.

##### Compliance Walkthrough

- Two issues. City Code Enforcement was called to investigate:
  - One RV in driveway;
  - One utility trailer in driveway.
- November walkthrough scheduled for November 2<sup>nd</sup>, 8:30 a.m.

#### **Irrigation Shut-off**

- Usually occurs around November 1<sup>st</sup>;
- When we receive notification we will post "Irrigation Off" signs around the neighborhood.

#### **2011 Budget Items**

- Heritage Property Management
- Landscaping Contract
  - Contract with High Performance goes through March 31, 2011;
  - At that time, we may get additional bids on landscaping services.
- Irrigation Contract
  - At this time we will continue to use RDR Property Services for irrigation repair services.

#### **General HOA Issues**

- Nothing presented.

#### **Architectural Committee**

- No new or revised plans have been submitted.

#### **Open Floor**

- Nothing presented.

Motion/second/pass to adjourn; Meeting adjourned at 6:26 p.m.