



"A Community Committed to Family"

BOARD MEETING AGENDA

May 21, 2017

7:00 pm

I. CALL TO ORDER

- A. Roll Call
- B. Acceptance of the May Agenda
Acceptance of the February Board Meeting Minutes
Motion: Trey; 2nd: Shayala (actions done via email)

II. Owners' Oasis

5701 Catskill, 5708 Catskill, and 6320 Coronado

III. OFFICERS' REPORTS

- A. Financial Report Shayala Gibbs
 - Account balance
 - Bank statements will be emailed.
 - Properties that have not paid their 2017 dues
 - Lien Placements & HOA Tax Filing

IV. HOMEOWNER REQUESTS

- A. 5606 Catskill: Board unanimously approved the install of a fence with gap between neighbor's fence large enough to maintain strip of grass (i.e. shoulder-width apart).
- B. 5613 Catskill: Board unanimously approved the install of a vinyl fence and the Board denied the install of a faux stone mailbox post.
- C. 5706 Catskill: Board unanimously approved landscaping around trees with provisions that a wood substance be used, or vinyl that matches the color of the home.

V. COMMITTEE REPORTS

- A. Community Maintenance Trey Thompson
 - Dog Waste/Walking
 - Bylaws Mailing Terrence Scarborough
- B. Hospitality Committee Tamara Nichols-Helms
- C. Community-Wide Projects Trey Thompson
 - Retaining Walls Terrence Scarborough
 - Landscaping of Common Areas

VI. OTHER BUSINESS

- A. Meeting Dates/Location (8/27, 11/5-Tamara) Terrence Scarborough
- B. Newsletter Terrence Scarborough

VII. CLOSING REMARKS/ADJOURNEMENT

- A. Board At Large
- B. President Terrence Scarborough



“A Community Committed to Family”

BOARD MEETING AGENDA

May 21, 2017

7:00 pm

I. CALL TO ORDER

- A. Roll Call: All officers were present.
- B. Acceptance of the May Agenda M: Tamara 2nd: Trey. Approved unanimously.
Acceptance of the February Board Meeting Minutes
Motion: Trey; 2nd: Shayala (actions done via email)

II. Owners' Oasis

5708 Catskill: They will be placing home on market by 6/15/17. They submitted a proposal where they have hired (and paid service in full) Eastern Turf Company to treat the lawn. This treatment plan will transfer to the new owner. They would like to receive something in writing, from the Board, approving this proposal. Trey moved that the Board stay the current fines and not levy future fines (and provide this in writing) as long as they follow the plan through the sale of the home. However, we will not release the future homeowner. Shayala gave the second and the motion carried unanimously.

6320 Coronado: Thanked the Board for their hard work. They asked to serve on the Hospitality Community. Tamara will reach out to them for assistance.

5701 Catskill: Had questions and concerns about our Home Maintenance policy. Terrence accepted responsibility for the lack of communication to the community. They will send an email stating they will kill the Bermuda grass, which will create bare spots, and replant the dead trees in the back yard.

The Board will explore the most practical way to create a list, and codify, its expectations for homeowner property maintenance.

III. OFFICERS' REPORTS

A. Financial Report

Shayala Gibbs

- Account balance: \$32,272.46 (as of 4/30/17)
- Bank statements were emailed.
- Properties that have not paid their 2017 dues: Two (2). One (1) makes monthly installments and has paid \$150 of the \$300.
- Lien Placements & HOA Tax Filing (Taxes were filed). Shayala will begin the lien process for both properties that have not paid anything on their outstanding dues balance.

IV. HOMEOWNER REQUESTS

- A. 5606 Catskill: Board unanimously approved the install of a fence with a gap (i.e. shoulder-width apart) between their neighbor's fence; large enough to maintain the strip of grass.
- B. 5613 Catskill: Board unanimously approved the install of a vinyl fence and the Board denied the install of a faux stone mailbox post.
- C. 5706 Catskill: Board unanimously approved landscaping around trees with provisions that a wood substance be used, or vinyl that matches the color of the home.

V. COMMITTEE REPORTS

A. Community Maintenance

Trey Thompson

- Dog Waste/Walking

Some dog owners are allowing their dogs to go up to homeowners steps. Pets should stay in the easements (i.e. on grass areas closest to street). The Board suggested we email this reminder to the community and put it in the newsletter.

- Bylaws Mailing

Terrence Scarborough

Terrence will be mailing these out within the week.

- 60 Violation letters were mailed on 3/28/17 (4 letters of Excellence); 25% of residents responded; 36 total letters sent (2 sent in error), so 34 non-compliance letters mailed. The most common citation was for grass, bare spots, or need to seed. The next common citation was landscaping (i.e. trim bushes/trees) and painting of the mailbox and post.
- Trey suggested he reach out to 14-16 homes that he knows will be in non-compliance, to inform them they will be fined unless they submit a plan in writing. The letter will come from the Board.

B. Hospitality Committee

Tamara Nichols-Helms

- Tamara will place a Welcome Letter with the welcome packet by the middle of June.
- She will also put together a Meet-and-Greet with the introduction of the newly reinstated Hospitality Committee.
- 5 homes on Catskill, 1 home on Coronado, and 4 homes on Forest Creek will receive packets. Terrence will also ask owners that have moved to Chadsford within the past three (3) years to contact Tamara as well.

C. Community-Wide Projects

- Retaining Walls

Trey Thompson

Trey suggested that we build retaining walls along water runoff areas. Tamara said we have to get professional assessments to do this. Terrence will look into obtaining a professional assessment, costs associated with the assessment, and submit to the Board.

- Landscaping of Common Areas

Terrence Scarborough

The Board confirmed that we would leave the common patio area grass. Terrence will follow up with the landscaper to see if they dropped weed-n-seed or fertilizer. Trey is willing to do the same work but at cost.

VI. OTHER BUSINESS

A. Meeting: (8/27-Shayala, 11/5-Tamara)

Terrence Scarborough

B. Newsletter

Terrence Scarborough

Trey suggested we change the format, include the newly revised Bylaws policy, hospitality committee information, and the summer social.

VII. CLOSING REMARKS/ADJOURNEMENT

A. Board: None.

At Large

B. President: None.

Terrence Scarborough

We adjourned at 8:53 pm with a motion by Tamara and a second by Trey.