

HBTM HOA Meeting – Board Briefs
October 20, 2016

Attendees: Keith Austin, Sylvia Teague, Alvin Hodges, and Gloria Valigura. Ransom Daly represented ACMP, Inc.

Next Meeting – November 17, 2016, 7:00 p.m. at RRMUD#1 Bldg.

Committee Reports

ACC - Nancy Nichols, Paul Behrend and Alvin Hodges – Board approved updates to the ACC Guidelines.

Pool – Pool is closed for the season.

Communication Committee – Judy Callaway, Patty Hodges, and Sylvia Teague

- Watch the Marquees for good information.
- Community garage sale will next be held in the spring of 2017

Recreation Committee – Gloria Valigura, Patty Hodges, Judy Callaway, Sylvia Teague

- Pool is now closed for the season
- Santa in the Park – Scheduled for Saturday, December 17, 2016 from 6:00 to 8:00 p.m.

Welcoming Committee – Lisa Behrend, Patty Hodges.

Web Page – Gloria Valigura

Landscaping Committee – Gloria Valigura, Judy Callaway, Patty Hodges

Open Discussion

1. **2017 Maintenance Fees** – will continue to be \$450 per property.
2. **2016 Maintenance Fees** - 95% of homeowners have paid their 2016 maintenance fees. If you have not yet done so and to avoid further legal costs and action, please contact ACMP now to make arrangements for a payment plan.
3. **Manager's Report** – ACMP reports
 - a. **At a Glance and Management Report** - Minutes of previous meeting were approved
 - b. **Financials** – The financials were reviewed and discussed. Messock & Assoc. have filed lawsuits against homeowners for non-payment of maintenance fees and one for ACC non-compliance.
 - c. **Deed Violations** – Homeowners are encouraged to take care of their deed violations quickly to avoid penalties.
4. **2015 Audit Report** – Tish Albarado of Wunch & Associates presented the results of the 2015 Audit. There were no issues reported.
5. **Precinct 4 Crime Statistics** for RR MUD #1 & 2 – are available to you on our HOA website.
6. **Privacy Fence in Pool/Playground Area** – The new fence with gate has been installed. If you would like a key to the privacy gate so that you can exercise on HCFCD property, please send an e-mail to HBTMHOA@yahoo.com
7. **Privacy Fences at GoodSpring and Perry cut-throughs** – HCFCD will lock these wrought iron gates in the very near future. Their “no trespassing” signs will also be replaced
8. **Christmas Activities** – Santa in the Park is scheduled for Saturday, December 17, 2016, from 6:00 to 8:00 p.m. Also, we will be decorating the entrances to HBTM in early November.
9. **Capital Improvements** – Improvements approved by the board this year:
 - a. Addition of wrought iron privacy fences at GoodSpring and Perry cut-throughs (complete)
 - b. Replacement of privacy fence at pool playground area with a self-locking pedestrian gate (complete)
 - c. Replacement of wrought iron fence around the pool (complete)
 - d. Trimming of all trees in subdivision by an arborist (complete)
 - e. Removal of trees/shrubs/poison ivy on privacy fence at pool/playground area including that on the HCFCD property that is affecting our fence (complete)
 - f. Earth Works will treat the poison ivy on an on-going basis (on-going)

10. Property Action Item list (PAL)

1. *Water meters* - We are receiving bills for three meters; however, there may be a fourth. Appears bill for the meter at Perry/Fallbrook is the one missing. Keith Austin to attempt to resolve.
2. *Capital Improvement Cost Analysis* - Board to update in 2016.
3. *Updates to ACC Guidelines* – Board has approved the new ACC Guidelines. Copies will be sent to all homeowners by year end and also posted on our website.
4. *Popcorn Machine* – The board has purchased a popcorn machine for use by the HOA during community activities. We found it to be cost effective to purchase the popcorn machine rather than renting one.
5. *HBTM HOA archives at ACMP* - There are @ 25 boxes of HBTM HOA archives at ACMP. Board will have these moved to the pool area and will begin reviewing the documents such that only required information is retained. To eliminate storage costs, the board has voted to convert all required archives to electronic media.
6. *Archives from origination of HBTM HOA* have been received from previous President. Keith and Gloria will review and determine what needs to be digitized.
7. *Petition to eliminate overnight parking of commercial motor vehicles* – Keith is leading this effort.
8. *Purchase of phone for use by board and representatives* – Board approved purchase of a cell phone with voice and text messaging for use by the board and appropriate representatives for communications with homeowners. This is to avoid the use of our private cell phones for HOA business. Unfortunately, use of our private cell phones is being abused by a few homeowners so having a dedicated number seems appropriate.
9. *ACMP website* -- With next mailing to all homeowners (or with 2017 maintenance bill), ACMP will once again invite homeowners to sign-up for the ACMP website so that all signed-up homeowners can receive announcements from ACMP.

Yearly Recurring Activities

March – Annual HO Meeting – board yearly report; elections, send out invites @ 2 weeks before.

March – Check that weep holes open on pool house

April – October – Yard of Month selected.

May – Pool opens toward end of May. Set out signs and prepare for pool tag distribution

May – perform maintenance check of playground equipment

October – finalize next year's budget by Nov 1

November – Maintenance fee invoices sent to homeowners.

Quarterly – Earth Works to spray for poison ivy on HCFCD property on backside of our privacy fence.

Deed Restriction Drive Throughs – 2X/mo. Apr-Sept; 1X/mo. Oct-May

10/28/16