

**HBTM HOA Meeting – Board Briefs**  
**July 21, 2016**

**Attendees:** Keith Austin, Alvin Hodges, Judy Callaway, and Gloria Valigura. Ransom Daly represented ACMP, Inc. Also in attendance were Stacy Pontius, Bob Sherward, Keith Allen and David Falk, HBTM homeowners.

**Next Meeting** – August 18, 2016, 7:00 p.m. at RRMUD#1 Bldg.

**Committee Reports**

ACC - Nancy Nichols, Paul Behrend and Alvin Hodges – Approval of updated Guidelines temporarily on-hold.

Pool – Will be closing after Labor Day. See [www.hbtm.org](http://www.hbtm.org) on how to get your pool tags

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

- Watch the Marquees for good information.
- Yard of month acknowledgements are in process
- Community garage sale will next be held in October

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

- Pool is now open. Many homeowners are enjoying the pool.
- Santa in the Park – Scheduled for December

Welcoming Committee – Lisa Behrend, Patty Hodges.

Web Page – Gloria Valigura

Landscaping Committee – Gloria Valigura, Judy Callaway, Patty Hodges

**Open Discussion**

1. **2016 Maintenance Fees** - 2016 maintenance fees of \$450 are now past due. 95% of homeowners have paid their 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.
2. **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.
3. The **Welcoming Committee** reports that they been busy visiting new homeowners. It appears homes are selling quickly in our subdivision. We extend a warm welcome all our new neighbors.
4. **Precinct 4 Crime Statistics** for RR MUD #1 & 2 – are available to you on our HOA website.
5. **Privacy Fences at GoodSpring and Perry cut-throughs** – Has been installed. HCFCFCD will lock these wrought iron gates when HBTM HOA has installed new privacy fence and self-locking pedestrian gate in the pool/playground area.
6. **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 (soon)
  - c. Replacement of wrought iron fence around the pool (after pool closes)
  - d. Trimming of all trees in subdivision by an arborist (soon)
  - e. Removal of trees/shrubs/poison ivy on privacy fence at pool/playground area including that on the HCFCFCD property that is affecting our fence (complete)
  - f. Earth Works will treat the poison ivy on an on-going basis (on-going)
7. **Caution to Homeowners** – If you have or are thinking about purchasing insurance for water lines and or sewer lines, be sure to read the fine print to ensure that your existing lines are indeed covered. It appears that our lines may be made of polybutylene and some insurance companies do not cover lines made of polybutylene. We thank the homeowner for bringing this to our attention.

8. **Neighbor to Neighbor Issue** – a homeowner asked if the management company could help to resolve a concern about a neighbor’s tree hanging over a back fence into the homeowners yard. As this is a neighbor to neighbor issue the management company can send a courtesy letter but it is not enforceable. The issue needs to be resolved with the neighbor.
9. **Two homeowners** requested additional information on the new draft standby generator policy as well as an update on the locking of the wrought iron fences and adding a pedestrian gate in the new fence in the pool/playground area.
10. **Neglected Homes** – if you see a neglected home that appears to have safety/health issues, report the street address to the Health Department.
11. **Cooperative Effort with Harvest Bend The Village** – HBTM and HBTM have agreed to share the cost of mowing the Fallbrook esplanade between Harvest Sun and the Beltway. This esplanade has not been maintained and together we want to improve the appearance of our community. Further, we are in communication with **Homewood Suites** to include them in this cooperative effort.
12. **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* - committee to finalize by late-2016.
  4. *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.
  5. *Archives from origination of HBTM HOA* have been received from previous President. Keith and Gloria will review and determine what needs to be digitized.
  6. *Petition to eliminate overnight parking of commercial motor vehicles* – Keith is leading this effort.
  7. *Privacy Fence in Pool/playground area* – Board approved quote from Sun Maintenance to install a double-sided cedar privacy fence with chicken wire in between, using metal posts, and with a pedestrian gate. The gate will be spring-loaded and self-locking. Keys will be assigned to those who wish to use the HCFCD property for exercise purposes. Key cannot be duplicated.
  8. *Wrought Iron Fence Around Pool* – Board approved quote from Sun Maintenance to replace the wrought iron fence surrounding the pool. This is the original fence and is in bad condition. Repairs are becoming more costly. Also, the existing brick columns will be recapped and sealed. Fence will be replaced after pool closes.
  9. *Standby Generator Policy* – HBTM HOA’s legal representative has prepared a draft guideline for standby generators. The board will review and discuss/approve at next board meeting.
  10. *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.
  11. *Trimming of all trees in subdivision* – Board approved a quote from Jones Road Tree Service to have all the trees in the subdivision trimmed and thinned out – especially those in the pool area.
  12. *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

7/26/16