

Tartan Pines Owners Association

Minutes of the Board of Directors Organizational Meeting
December 28, 2015

A meeting of the Tartan Pines Owners Association, Board of Directors was held on Monday December 28, 2015 at 10:00 at the Tartan Pines Golf Course Clubhouse. Present at the meeting was Hugh Meade, Gene Yager, Harry Crook and Jim Arrington. James Haas did not attend and stated that he resigned. Tom Graves could not attend; however the meeting was held open until he could vote via telephone. Brandy Johnson attended representing Regency Multifamily Services. Harry Gilder was absent.

The meeting was called to order at 10:45 am by Hugh Meade.

Hugh stated that Harry Gilder contacted him requesting a change of venue, because the golf course owners have banned him from the clubhouse premises. The Board has no documentation of the restriction and it concerns only those parties, not TPOA Board. Hugh suggested Mr. Gilder meet with the golf course owners to work out the differences, or resign his position if he continues to miss meetings. The HOA does not have a budget item for renting a meeting facility. Harry has been given the opportunity to phone into Board Meetings.

Hugh stated that the purpose of this meeting was to nominate and approve the officers of the association which included President, Vice President, Secretary and Treasurer. The board discussed each position's responsibilities at length. The nominations were as follows:

Gene nominated Hugh for President. Harry Crook seconded. Hugh declined the nomination. Hugh then nominated Jim to be President. Harry Crook seconded. The vote carried unanimously.

Harry Crook volunteered for Vice President. Gene Yager seconded. The vote carried unanimously.

Gene motioned to make the Secretary and Treasurer one position as allowed in the By Laws. Harry Crook seconded. The vote carried unanimously.

Gene nominated Hugh for Secretary/ Treasurer. Harry Crook seconded. The vote carried unanimously.

Hugh motioned to leave the meeting open until Tom could confirm the nominations via phone. Jim seconded. The vote carried unanimously.

Tom Graves contact Hugh via phone and voted in favor of all the above elected officers.

There being no further business to discuss, the meeting was adjourned at 5:45pm

Respectfully Submitted,
Brandy Johnson

Approved
1-2-16

Tartan Pines Owners Association

Minutes of the Board of Directors Meeting
December 18, 2015

A meeting of the Tartan Pines Owners Association, Board of Directors was held on Thursday December 17, 2015 at 4:00pm at the Tartan Pines Golf Course Clubhouse. Brandy Johnson and Kathleen Ferrell represented Regency Multifamily Services. Present for the TPOA BOD was James Haas, Hugh Meade, and Gene Yager. Harry Gilder was asked to conference call into the meeting since he could not be present. There is uncertainty as to whether he dialed in or not. Harry Crook was also in attendance at the request of the BOD. Several homeowners also attended the meeting.

The meeting was called to order at 4:03 pm by James Haas.

James stated that the first item of business was the appointment of new directors. He stated that appointees were Harry Crook- St. Andrews, Tom Graves – Robertson Court, and Jim Arrington – member at large (from Rosemount). Gene motioned to approve the appointees, Hugh seconded. All were in favor. James stated that he will call a meeting within 10 days for the Board to vote on officer positions.

James stated the second item of business was the 2016 Lawn care bids. James stated that he went online to several review sites. The sites did not have information on Lakewood Landscaping, however he passed out reviews on Southeastern Lawn Care. Brandy distributed the updated bids for Lakewood Landscaping, Southeastern Lawn Care, and Dirt Diggers. She stated that Trawick has withdrawn their bid. The Board discussed the bids. Hugh motioned to approve Southeastern Lawn Care. Harry Crook seconded. All were in favor.

James then added that the third item of business was getting a legal opinion regarding the ownership of Common Areas. Kathleen reviewed the price she had emailed to the Board (Prim & Mendhiem -\$175 per hour, Farmer Price- \$275.00 per hour). Discussion followed. The Board stated that they would email Kathleen the questions they would like the attorney to address. Gene motioned to approved Prim & Mendhiem. James seconded. All were in favor.

James then explained that Regency has turned in their resignation earlier in the month and that it would be effective December 31, 2015. Kathleen explained that it was unfortunate but a few homeowners created a hostile environment and their team was concerned about their safety. Discussion followed. Kathleen stated that she would work closely with the new Board to make it a smooth transition.

There being no further business to discuss, the meeting was adjourned at 4:22pm

Respectfully Submitted,
Brandy Johnson

Approved
1-21-16

Tartan Pines Homeowners' Association

General Membership Meeting

November 12, 2015

6:00 p.m.

The meeting was called to order by acting-President James Haas. He welcomed everyone to the event and announced that there would be no business conducted. He stated that everyone had received a 2016 budget and copies were available if anyone had questions regarding the budget. About twenty homeowners were in attendance. Board members present included Linda Gordon and Hugh Meade. Patti Graves reported on the flag displays for the year and announced that Christmas decorations would be displayed immediately after Thanksgiving.

Those present enjoyed a meal and a time of fellowship.

There was no adjournment, as no business had been conducted.

Linda Gordon, Secretary

*Approved
1-21-16*

Tartan Pines HOA Board of Directors

Budget Meeting – 29 October 2015

Century 21 Conference Room – 6:00 p.m.

Acting President James Haas called the meeting to order at 6:00 p.m. Also present were Hugh Meade, Gene Yager, Linda Gordon, Harry Gilder, Kathleen Ferrell (from Regency Multifamily Services) and Brandy Johnson (from Regency Multifamily Services). Linda Gordon recorded the minutes of the meeting the purpose of which was to discuss the proposed 2016 budget. Brandy Johnson distributed the proposed budget and landscaping bids to all those present.

James Haas suggested that the HOA dues for 2016 remain at a flat rate of \$350, with no neighborhood assessments. Linda Gordon agreed as did Gene Yager. With dues at \$350 per homeowner, the budget will allow for funds to be contributed to the contingency funds once all financial obligations have been met.

Hugh Meade noted that the homeowners on Tom Morris Lane were concerned about the cost of repairing/replacing the fence on Rosemount Court. Harry Gilder asked if all homeowners wanted to pay for replacing the fence. Some discussion followed regarding responsibility for maintenance and upkeep of the fence. Linda Gordon asked if the fence would be considered an “area of common responsibility.” The covenants and restrictions state that “all areas of common responsibility” shall be maintained by the HOA (page 28). The only actual “common area” that exists is the wooded area between Tom Morris Lane and Tartan Way. The property has been platted and recorded as Common Area of the HOA. The Board determined that this question regarding the fence is one that will hopefully be answered as part of the legal enquiry into what property should actually be considered “common area” and whether or not it should be deeded to the HOA.

James Haas moved to replace the street sign at Rosemount. The motion lacked a second. Instead, Gene Yager stated that everyone knows where Rosemount is and that the sign did not need to be replaced. He moved, and Linda Gordon seconded the motion, to NOT replace the sign. The motion passed. Gene Yager then moved, and Harry Gilder seconded the motion, to not spend money on refurbishing or replacing any street signs at this time. The motion passed.

Landscaping The Board discussed the landscaping bids. One new bid has been received – from Southeastern Lawncare. The bid for landscaping (including cutting, etc. and replacing flowers at the entrances) was \$27,500 for the year. The Board discussed having two contracts, as is currently the practice – one for lawn maintenance and one for planting flowers at both entrances. James Haas moved, and Gene Yager seconded the motion, to ask Brandy to solicit bids from Southeastern for lawn care only and one from Lakewood for planting flowers at the entrances. The Board agreed to take action outside of a called meeting so that Brandy could secure these bids and send them out

Approved
1-29-16

to the Board via email; the Board then may choose which companies they want to hire for the landscaping/lawn care obligations.

The Board then discussed the contingency funds. All funds are maintained in one money market account. The labels for the contingency funds are just that – labels to allow the Board and homeowners to see how the HOA plans to use those funds. Hugh Meade moved, and Gene Yager seconded the motion, to remove the labels and list all contingency funds in one general reserve “account.” Kathleen Ferrell reported that funds are “transferred” to the contingency accounts in November and December, when all other financial obligations for the year have been met.

Gene Yager moved, and Hugh Meade seconded the motion, that dues remain at a flat rate of \$350 for the 2016 year and that the budget be accepted and presented to the homeowners in a mail-out and at the general membership meeting in November. The motion passed with Harry Gilder opposing the motion.

James Haas asked if there was any other business. Harry Gilder replied that he had other items to discuss, and the first of those was the HOA contract with Regency Multifamily Services. He questioned the legality of the contract and stated that it should not have been undertaken for two years, but for one year only as per the HOA bylaws. However, as this meeting was called specifically to discuss the 2016 budget, James Haas declined to discuss this issue and adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Linda Gordon, Secretary

Tartan Pines HOA Board of Directors Meeting

19 October 2015

7:30 p.m. Tartan Pines Club House

Acting President James Haas called the meeting to order at 7:35 p.m. He welcomed everyone to the meeting. Homeowners filled the room to capacity. Other board members present included Sue Neuwien, Hugh Meade, Jackie Dubose, Linda Gordon (Secretary), and new member Harry Gilder.

Sue Neuwien moved, and Hugh Meade seconded, to approve the minutes from the July 2015 meeting. The motion passed. The minutes will be posted to the website for everyone to read.

Brandy Johnson presented the Treasurer's report and the September monthly report of income and expenses. She noted that the water bill was slightly higher than normal due to the hot weather conditions that month. There were no questions concerning the report.

Committee Reports

Landscaping: Brandy reported that two of the LED uplights at the west entrance had been struck by lightning and were not covered under the warranty. The cost to replace those lights will be \$374. The Board approved the expenditure. Two other lights on Robertson Court's entrance are also out. Brandy will have the repairs made and let the Board know the cost.

Covenants: Steve Wilson reported that there had been no serious issues. He noted that the lawns were looking very good, and there were just a few minor infractions which he had dealt with.

Pool: No report

Social: No report

Playground: Kathleen Ferrell explained the refund policy for the funds in this account. Anyone who donated money to this fund may receive a refund by contacting Brandy or Kathleen. Any money not refunded can be absorbed into the general operating contingency fund. RMS will make every effort to reach out to donors who don't come forward to find out if they would like a refund or if they would like to have their contribution transferred to the contingency fund.

Approved
1-21-16

Seasonal Decorating: Patti Graves reported on the flag displays since July and noted that the fall decorations had been hung at both entrances. The Christmas decorations will be hung right after Thanksgiving. Brandy reported that the cost to rent the bucket truck to hang the decorations from the light posts will run about \$225. Tom Graves volunteered to assist with this project. Also, the cost to run wires under Turnberry Lane and install two plug boxes will run about \$220. This will be done prior to putting up Christmas lights at that entrance. Linda Gordon moved, and Jackie Dubose seconded the motion to pay for these projects. The motion passed.

Old Business

Voting for new board members: James Haas attempted to have the Board members vote on the two new appointments to the Board to correct a perceived voting error made prior to the July Board meeting where a vote was executed via email to appoint Harry Gilder to the Board. The email vote was executed without written consent to take action without a formal meeting. The Board informed Harry of the error and explained that they would vote on his appointment at the next Board meeting in October. James called for a vote, but Harry Gilder refused to be voted on, insisting that he had already been installed via the earlier email vote. No additional discussion took place. Gene Yager was unanimously voted in as a new Director. Specific board positions will be decided at the general membership meeting in November. Kathleen Ferrell from RMS asked that it be recorded in the minutes that appointing Harry Gilder and Gene Yager to the Board would leave the Board without a Director representing Robertson Court. She stated that we would be operating contrary to the By-Laws for Tartan Pines. She said the By-Laws are very clear that there should be a Director representing each neighborhood.

Mailboxes and street signs: Brandy reported that she could find only one company that manufactured street signs similar to the ones in the neighborhood that also had a reflective quality. Current street signs are barely legible during the daylight and not visible at all in the dark. The signs Brandy found will cost \$7,344 for 17 street signs. This price does not include installation. Some discussion followed about painting or replacing mailbox numbers so that they are visible at night. Many mailboxes are missing numbers altogether. One option is to have house numbers painted on the curbs, as has been done in many other neighborhoods. The cost to replace the Rosemount sign is \$278. Hugh Meade moved, and Sue Neuwien seconded the motion to purchase the new street signs. The motion carried. Regency Management will arrange for installation. Then Harry Gilder moved to rescind the vote until more information could be gathered and the budget reviewed. Sue Neuwien seconded the motion, which passed.

Pool use agreement for 2016: James explained to those present that the owners of the golf course notified the Board that they will not be renewing the pool use agreement for next year. This is their right, according to the covenants and restrictions of the neighborhood. Therefore, the 2016 budget will not include expenses for the pool, and homeowners will have to apply for a social membership through the club if they wish to use the pool. Social memberships include pool use and are available through the Golf Course. Interested home owners should call the club for more details regarding social memberships.

Common Area and legal opinion: The HOA has always been financially responsible for maintaining the common areas in the neighborhood, but the land has never been deeded over to the HOA. Harry Gilder stated that the CCR's required that the owner deed the common areas to the HOA upon selling 75% of the lots at Tartan but that the transfer of ownership did not happen. He suggested simply asking the new owners to transfer the deed to the common area to the HOA. Discussion followed about getting a legal opinion about responsibility for maintaining the common areas and course of action to transfer to the HOA. The Board asked Brandy and Kathleen to research the cost of getting a legal opinion regarding this issue. The new owners of the golf course have said they would be open to deeding this land, but no further discussion has taken place. Discussion followed regarding the existence of plats that outline the common area. Kathleen and Brandy will look into this. Jackie Dubose moved and Hugh Meade seconded to have Kathleen and Brandy secure cost estimates for seeking a legal opinion on this issue. The Board will receive an email with this information and agreed to take action outside of a BOD meeting to determine if the BOD wants to pursue a legal opinion regarding Comma Areas and Areas of Common Responsibility.

New Business

2016 Budget: Brandy presented two possible budgets for 2016: one with neighborhood assessments and one without. There has been some discussion of leveling dues to one price for everyone. A lively discussion between board members and homeowners ensued. Replacing the fence on Rosemount, maintenance of common areas, and special assessments were all on the table. The Board tabled the budget discussion until they could hold a special budget meeting to look at all factors affecting the budget, establish priorities, and determine the best use of the funds available. Hugh Meade moved, and Harry Gilder seconded the motion to hold a special meeting on October 29th at 6:00. The motion passed.

Nomination of Board members for 2016: Brandy reported that at last year's general membership meeting, Board members had been voted in for a two-year period.

2016 Landscaping/Lawn maintenance bids: Brandy presented estimates from Lakewood, Trawick, and Dirt Diggers. Lakewood had the lowest bid and has been responsible for planting the flowers at both entrances. After some discussion regarding common areas, Hugh Meade moved, and Harry Gilder seconded the motion, to table this discussion until the board could get more information on the common areas. The Board was cautioned that a decision needed to be made soon as the new contract is due to begin on January 1.

Adding an open forum to Board meetings: The Board and homeowners discussed having an open forum at Board meetings during which homeowners could speak regarding issues of concern to them. The Board agreed on the following guidelines: Homeowners will have two minutes to speak on a topic, whether or not it is on the agenda; they will be allowed to speak only once during the meeting; they will be courteous and respectful to the Board and others present; there will be a sign-in sheet as homeowners enter where they will be required to sign in and state the topic they wish to address. Hugh Meade moved, and Harry Gilder seconded the motion to accept these guidelines; the motion passed.

2015 Annual Meeting: The annual general membership meeting will be held the second Thursday of November, November 12, at the club house at 6:00 p.m. The club will provide drinks and hors d'oeuvres, and homeowners will be asked to bring a similar food item. It is hoped that homeowners will attend and enjoy a time of fellowship prior to the meeting.

There being no further business, the meeting adjourned at 9:10 p.m.

Respectfully submitted,

Linda Gordon, Secretary

Tartan Pines HOA Board of Directors Meeting

20 July 2015

Tartan Pines Clubhouse

Vice-President James Haas called the meeting to order at 6 p.m. Board members present included, in addition to James Haas, Ross Bonura – Treasurer, Linda Gordon – Secretary, and Jackie Dubose and Sue Neuwien – at-large members. Hugh Meade was excused. The President's position remains vacant. Kathleen Ferrell, Brandy Johnson, and Maggie Haas represented Regency Multi-Family Services. Homeowners filled the room to capacity; it was standing-room-only.

James Haas welcomed everyone to the meeting. Sue Neuwien moved and Jackie Dubose seconded the motion to approve the minutes from the previous board meeting in April. The motion carried. James will post the minutes on the Tartan Pines website and Facebook page.

Brandy Johnson from Regency Multi-family Services presented the quarterly report on income and expenses. She noted that a small number of property owners have not yet paid their HOA dues for 2015, although the majority have. Another "delinquent" letter will be sent to those who have not paid. Linda Gordon asked why the HOA paid for postcards for the recent Troy Cable survey. Kathleen Ferrell responded that Regency had reached out to Troy Cable on behalf of Tartan Pines and agreed to ascertain the level of interest in having Troy Cable available in the neighborhood. She mentioned that they might be able to get Troy Cable to reimburse us for the cost of the postcards.

Committee Reports

Landscaping – Sue Neuwien has volunteered to chair this committee. She had a copy of a map of all the common area in Tartan Pines and asked if anyone knew of any common area that is not being tended to. There was no response. The board will review this map at its October meeting to make certain that all common areas are tended to properly and to bid out contracts for this service for 2016.

Covenants – James Haas explained to the homeowners how the covenants issues are being handled. Steve Wilson is still chair of this committee, but homeowners may also report concerns and violations to Regency Services, who will then get in touch with Steve to determine how to handle the concern. Brandy reported that they found no violations or concerns on their latest drive-through inspection.

Pool – Barbara Wade resigned as the chair of this committee in May. Josh Elliott has volunteered to fill the vacancy.

Social – No report.

Playground – No report. (See "New Business.")

Seasonal Decorating – Patti Graves reported several flag displays in June and July. James Haas asked for a round of applause for Patti for all the hard work she does throughout the year to help make our neighborhood attractive. The next flag displays will occur in the fall.

Newsletter – Linda Gordon reported that plans are to distribute the next newsletter in the fall in conjunction with the information about the general membership meeting. She noted that the last newsletter was mailed to all homeowners in hopes of reaching everyone. She asked that anyone with information to be included in the newsletter contact her or any board member.

Web-page and Facebook page – James Haas followed up Linda's request with information on how homeowners could contact board members. Their contact information is on the Tartan Pines Homeowners' web-page. James tries to keep this page and the Facebook page updated with news and information pertinent to the development.

Old Business

Pool Committee Chair Josh Elliott volunteered to fill this vacancy. Josh and his family live on Tartan Way in the 500 block.

Erosion on Tartan Way The city of Enterprise has claimed responsibility for repairing the washout that occurred on Tartan Way in the spring. Repairs of this site will be carried out by the city when the appropriate department can get to it.

Street names and mailbox numbers There is no new information on getting reflective numbers and street signs for the neighborhood. Tri-State Fence Company, the company which provided the signs and numbers, has not gotten back with Regency on this situation. One homeowner noted that the numbers could be purchased from Amazon.com. The concern is that these numbers and street signs are not visible at night, and pose problems for visitors to the neighborhood, emergency response personnel, and delivery companies attempting to deliver mail and packages after dark.

Sidewalk repair The city is also responsible for repairing the sidewalks. Regency has reported the places where repair is needed, and the city will get to these repairs eventually.

New Business

Replacing Rich McHenry on the Board James Haas reported that Chris Wilson, who lives on Robertson Court, has volunteered to serve on the Board. Previously, Harry Gilder, from Tom Morris Lane, had volunteered to serve, and the Board members had agreed to his serving. However, the HOA management firm pointed out that the Board is to consist of seven members – one representing each “neighborhood” in Tartan Pines: Tartan Way, Rosemount, Robertson Court, Tom Morris Lane, St. Andrews Place, Aberdeen, and Muirfield Court. If Harry Gilder were appointed to the Board to fill out the remainder of Rich McHenry's term, Tom Morris Lane would have two representatives and Robertson Court would have none. After some discussion and input from the homeowners, the Board decided to wait until it could meet with both Harry and Chris. Neither was at the meeting. Jackie Dubose moved, and Sue Neuwen seconded the motion to table the vote until both men were available to discuss the composition and representation of the Board. The motion carried.

Sale of golf course – James announced that the Board would be meeting with the new owners of the golf course to discuss the maintenance and upkeep of the common areas. He opened the floor to discussion by the homeowners regarding their concerns about the proposed rezoning issue to be voted on at the Planning Commission meeting on Tuesday, July 28. One homeowner asked who owns the golf course. Kathleen Ferrell replied that Tartan Pines Development Corporation owns the golf course, and that Billy Cotter is selling his shares to the new investors who are planning to build on the property adjacent to the clubhouse and pool.

Another homeowner asked who owns Turnberry Lane. Once again, Tartan Pines Development Corporation owns the street, but the HOA is responsible for maintaining and repairing it. This is why the HOA paid to have the barrier removed and new pavement laid earlier this spring. The Board was asked if this street could be deeded over to the HOA, with the possibility in the future of erecting a good, attractive gate at that entrance. Some discussion followed regarding why a gate was not erected earlier this year instead of removing the existing barrier and paving over that section of road. The homeowners appear to be divided over whether or not a gate should be installed at this entrance, and given the considerable expense of installing one, the Board had voted not to do so. This issue is still apparently of some concern to the homeowners.

The question was raised as to whether all common area should be deeded to the HOA. James reported that it was his wish to see all common area deeded to the HOA since it is already fiscally responsible for this land.

Several homeowners expressed their concerns with the rezoning request:

- (1) The request appeared to have been done in an “underhanded and clandestine manner” as if the developers were trying to hide the project from the homeowners until it was too late for them to react to it.
- (2) What do we know about the new investors and their history of investing and building in golf course communities?
- (3) Townhouses are not suitable for this neighborhood. Homeowners have invested in this neighborhood and would like for it to remain one of the premiere neighborhoods in the city. They fear that the construction of townhouses, similar to others built in the city, would be a detriment to the neighborhood.
- (4) Several suggestions that the HOA or neighborhood should hire an attorney to help deal with this situation. Johnny Vaughan volunteered to chair an ad-hoc committee to research the possibility of hiring an attorney and to ascertain whether or not a majority of homeowners (more than 100) are opposed or in favor of the proposed rezoning and construction. Kathleen Ferrell noted that with 188 property owners, a majority of homeowners would number approximately 108. The Board stated that it would not be responsible for hiring an attorney. This committee will operate on its own and may report its findings back to the Board.
- (5) Another homeowner stated that the Board should not pursue having common area deeded to it by the owners of the golf course and that the Board should review its landscaping budget to determine if costs can be cut. The Board will be reviewing the landscaping contracts this fall and bidding out the service.

(6) Linda Gordon reported that homeowners at the informal discussion meeting held on Tuesday, the 14th, yielded four requests by homeowners: (1) That the Board meet with the developers regarding the rezoning request; (2) that the Board attempt to solicit concrete, truthful, specific details about the proposed construction to take place on the land in question, in particular a written proposal or plat showing the proposed construction; (3) that the Board ask the developers if they would be willing to change rezoning from TH 1 to R65, which would be the same as on Tom Morris Lane and other areas where garden homes are located; (4) that the Board ask the developers to include the new development in the Tartan Pines Homeowners' covenants and restrictions and become part of the HOA, subject to its covenants and restrictions.

Ross Bonura asked the homeowners present if they would like for the Board to meet with the developers and attempt to get some answers to these questions and requests. They agreed that they would. The Board will meet with these individuals this week if possible. Homeowners asked if they could be notified of the results of this meeting before the Planning Commission meeting next week. A sheet of paper was passed around so that those interested could leave their name and email address; the board will communicate with everyone interested as soon as possible. One homeowner asked if the HOA had a liability insurance policy; the HOA does have such a policy.

2016 Pool Agreement James will begin working with Regency Multifamily Services on drafting a new pool agreement; it will be discussed at the October meeting.

Refunding money from playground fund Sue Neuwien moved and Jackie Dubose seconded the motion to refund the money collected from homeowners for a playground. The motion carried. Kathleen Ferrell said they would search for the records that list the donors so that they can be contacted.

Plan for collecting delinquent dues A plan is already in place and Brandy will be sending out notices soon.

The Board was asked if it is going to consider a flat-rate HOA dues plan. James stated that he had run some spread-sheets on just such a proposal, and that it would be discussed and voted on at the October meeting.

There being no further business, Sue Neuwien moved and Ross Bonura seconded the motion to adjourn at 7:15 p.m. The motion carried.

Respectfully submitted,

Linda Gordon, Secretary

Tartan Pines Homeowners' Association

Board of Directors Meeting

May 14, 2015 – 6:00 p.m.

Tartan Pines Clubhouse

Rich McHenry, Board President, called the meeting to order at 6:00 p.m. In addition to Rich, other board members present included James Haas – Vice President, Ross Bonura – Treasurer, Linda Gordon – Secretary, Board members Sue Neuwien and Hugh Meade. Jackie Dubose was absent. In addition, Kathleen Ferrell, Brandy Johnson, and Maggie Haas from Regency Multifamily Services were present.

Rich thanked everyone for attending. He turned the meeting over to Kathleen Ferrell.

Kathleen reported on an incident that occurred at the club pool on Sunday, May 10. A party, which had not been scheduled through the club, was held at the pool by the daughter of a homeowner. The homeowner was not present at the pool during the party. A large number of people who do not live in the neighborhood, as well as many small children, were present. A two-year-old child nearly drowned, was revived by someone at the pool, and was transported to the local hospital via ambulance and later flown to the children's hospital in Birmingham, as per the Medical Center's policy. The child was later released to his parents. In addition, the pool area was "trashed" – littered with beer bottles and cans as well as dirty diapers and other food and drink items. Mark Krystyn has photographs of the area.

Kathleen, Mark, and the new club owners have discussed the pool situation, reviewed the pool rules and the present system of distributing key cards, and discussed possible security measures that could be taken to prevent unauthorized persons from accessing the pool and vandalizing the area. Several recommendations were suggested.

First, all homeowners will be sent a letter reminding them of the pool rules and of the process for obtaining pool key cards. Normally this is done in a newsletter format, but a spring/summer newsletter has already been sent out, so the new owners would like a letter to be sent via Regency Multifamily Services. Most HOA's that have pools re-issue pool access keys annually, and that will be the process at Tartan Pines henceforth. The lock on the gate will be reprogrammed and homeowners who want to use the pool will have to come to the clubhouse to get a key card. In addition, they will have to show photo identification and sign a release of liability before a card will be issued; only the homeowner of record may sign for a key, and only one key per household will be issued. Absentee homeowners who rent their property will also sign a release of liability and their tenants will be required to do so also.

Kathleen reported that the current lock can be reprogrammed for about \$100, and new key cards will cost \$3 apiece. If 200 keys are ordered, the cost for them will run about \$600. Homeowners will be asked to return their "old" key cards so that they may be reprogrammed and re-used next year. Security cameras can be purchased for about

\$1000 for eight cameras; four could be installed with the other four being held in reserve in the event one of the others becomes inoperable.

Several board members asked why the HOA was being asked to pay for these changes when it does not own the pool; the Tartan Pines Golf Club owns the pool. Considerable discussion followed. Kathleen reported that the pool is considered common area and the HOA is responsible for the common area. Board members asked where they might find documentation of this information, and Kathleen noted that Billy Cotter likely has it on file, although it is not stated in the covenants. She distributed the 2014 pool agreement the club had with the HOA. The second paragraph of the agreement states, "Whereas, the pool at Tartan Pines Golf Club is owned by Tartan Pines and is not part of any common area either owned or controlled by the Owners Association. . . ." This statement generated further discussion. Kathleen will check to see what documents may be on file noting that the pool is part of the common area. The pool agreement also states that either party may terminate the agreement. The Board agreed that it would discuss this agreement at a meeting later this year.

The Board agreed that sending the letters is a good idea and agreed that only homeowners in good standing (having paid the annual dues) will be allowed to receive a key card. James Haas moved, and Ross Bonura seconded the motion, to send homeowners a letter with the key points discussed included. The motion passed. Homeowners will also be reminded that pool parties must be scheduled through the club and that no personal food or beverages may be brought into the pool area. Homeowners who use the pool will be asked to report unauthorized persons at the pool to the club, to Regency Multifamily Services, or to the police. On this point, Linda Gordon asked if a "No Trespassing" sign was posted at the pool, as police will often not respond unless one is present. Kathleen noted that no sign was in place, but that she would order one, as their other properties all have these signs on the property.

James Haas moved, and Ross Bonura seconded the motion, to have homeowners sign a release of liability when they request a pool key card. The motion passed.

Sue Neuwien moved, and James Haas seconded the motion, to reprogram the lock and order new keys. Homeowners will not be issued additional keys for free; if a key is lost or misplaced, replacement keys will cost the homeowner \$5 each.

Hugh Meade moved, and Linda Gordon seconded the motion, to NOT hire a pool attendant on weekends. The motion passed.

The Board decided to table further discussion on security cameras.

Kathleen noted that the HOA does not have a liability insurance policy. The Board asked her to look into getting one. Hugh Meade moved, and James Haas seconded the motion, to have Kathleen purchase a liability policy for the HOA. The annual premium for this policy will be about \$1000. The motion passed.

Hugh Meade moved, and Sue Neuwien seconded the motion to adjourn at 7:30 p.m. The motion passed.

Respectfully submitted,

Linda Gordon, Secretary

**Tartan Pines Homeowners' Association
Board of Directors Meeting
April 20, 2015 - 6:00 p.m.
Tartan Pines Clubhouse**

Rich McHenry, Board President, called the meeting to order at 6:05 p.m. Present also were James Haas - Vice President, Ross Bonura - Treasurer, Linda Gordon - Secretary, Sue Neuwien and Jackie Dubose - Members at large. Hugh Meade was absent. Brandy Johnson, Kathleen Ferrell, and Maggie Haas from Regency Multifamily Services were also present.

Rich welcomed everyone to the meeting and introduced the board members to the twenty-or-so homeowners who were present. The minutes of the January Board meeting were approved as written (James moved, and Ross seconded the motion). Residents were reminded of the Tartan Pines website and Facebook page. Minutes will be posted on the website when they have been approved by the board.

Brandy Johnson from Regency Multifamily Services presented the March report, outlining expenses and revenue through the month of March. She will be sending out letters to those owners who have not yet paid their HOA dues for 2015 on May 1. These letters will note a \$25 delinquent fee for dues not paid within the first 90 days of the year. At this point all but \$5000 in dues has been collected. Ross moved and James seconded a motion to accept the report; the motion carried.

Committee Reports:

Landscaping: This committee still needs a chairperson; Mark Fassel has agreed to work on a landscaping project for Rosemount Court only. Residents present noted that the tree stumps left behind after the tree removal project last year are unsightly and asked if there are plans to remove them. The Board indicated that the cost to do so would be very high, and it is hoped that most of the stumps will decay over time, as some already have. The project to plant crepe myrtles along the street may hide some of the stumps. Residents were concerned about the placement of the trees, and the Board stated that Mark would love some input from the residents as to where the trees should be planted. Maggie Haas indicated that she and Mark were planning to meet and make this determination and residents were welcome to join them. The Board has approved \$5000 for this project, but with labor, mulch, soil, and 50-55 trees, the amount will exceed the budget by \$1500. The board indicated that this overrun would be acceptable.

One resident from St. Andrews Place reported that the common area where Tartan Way and St. Andrews Place intersect has not been tended to by the landscaping crew. Maggie and Brandy said they would look into this. The Board also discussed the fact that the common areas and clubhouse areas need to be defined for the landscaping contract, so that the workers know where to mow and edge. Also, the current contract with Dirt Diggers will be reviewed at the October meeting and bids will be accepted from other companies before this contract is renewed.

Covenants: Maggie and Brandy do monthly drive-through inspections and report any concerns to Steve Wilson and Rich McHenry. These concerns are then dealt with as needed. Residents were reminded that they may call Brandy or Maggie at Regency Multifamily Services with questions or concerns about covenants.

Pool: The Board is still looking for a chair for this committee. Barbara Wade, a resident of Robertson Court, volunteered to fill this position. She noted that she takes her children to the pool almost everyday in the summer and would be glad to take on this responsibility. She will talk with the Board and Mark Krystyn to learn what is expected of her. Thank you, Barbara, for stepping up! James Haas moved and Linda Gordon seconded a motion to accept her as the new committee chair. The motion carried.

Social: Ross Bonura reported for Schoen that only six families participated in the garage sale on April 11. While the weather may have been a factor, Schoen noted that the expense for advertising the sale is not warranted if only a handful of families participate. Ross recommended that the neighborhood have only one sale a year, and that it be held in the spring, rather than two as in the past (fall and spring). Linda Gordon moved and James seconded the motion to have only one sale each year in the spring. The motion carried.

Playground: This committee still needs a chairperson. The land next to the pool that had originally been designated for a playground now belongs to the new owners, and as such may not be available any longer. Barbara Wade indicated she might be interested in polling parents in the neighborhood and investigating possibilities for a playground.

Seasonal Decorating: Patti Graves is still looking for someone to take over the duties of this committee. There have been numerous flag displays this year.

Newsletter: Linda Gordon noted that a newsletter was recently mailed to all homeowners. She felt that mailing the newsletters would ensure a higher rate of owners receiving and reading them. She invited everyone to send in information that they would like to see included in a newsletter.

Webpage: James Haas maintains the neighborhood webpage and Facebook page. All homeowners were invited to visit those sites for updates on neighborhood functions as well as local events. Also, everyone was invited to attend the Wednesday night socials held at the club house; they should contact Susan Steck at ssteck49@gmail.com for information on these gatherings.

Architectural Committee: Rich McHenry noted that currently the Board of Directors serves as this committee and asked if anyone was interested in serving on it. He outlined the duties of this committee.

Old Business

Island on Turnberry Lane: The island has been removed and the road re-paved. However, Rich McHenry reported that a number of homeowners and visitors drove over

the concrete before it had cured, and also drove over the sealant before it had set properly. Therefore, the work done by the company may not be warranted. Kathleen Ferrell suggested that a "NO Trucks" sign might prevent some large vehicles from driving over the new pavement, which could reduce the amount of damage done to it on a regular basis. A new sign would cost \$55. The Board was very disappointed that people refused to observe the obstacles that had been placed on Turnberry to prevent drivers from driving over the new pavement. There was some discussion among the homeowners present about this situation. Kathleen also stated that if residents see trucks using this entrance, if they will let her staff know, they will call the companies and ask them to use the entrance on the bypass.

Delinquent letters: Brandy Johnson stated that letters will be sent on May 1 to property owners who have not yet paid their 2015 HOA dues. These letters will notify the recipients that a \$25 late fee will be added to their dues.

Erosion on Tartan Way: Rich McHenry reported that the erosion problem on Tartan Way between his house and Jimmy Jones' house had resulted in the development of a sinkhole by the road and over the drain pipe that drains water into the pond between their houses. This event occurred last Sunday during the torrential rains we had. The city and SEAGD employees have checked out the situation and determined that it is their responsibility to repair. The entire drain pipe may need to be replaced, but the city will effect a temporary repair until they can get around to replacing the pipe. Once this work is completed, the HOA Board will once again address the erosion of the land in this area. Kathleen Ferrell reported that Billy Cotter is talking with Beckham Company about the work that needs to be done here, and that a "net" that should have been placed over the ground to prevent erosion had not been installed when the development was built.

Mailbox numbers and street signs: There was considerable discussion about the fact that house numbers on mailboxes and names on street signs are not visible at night. James Haas reported that Chris and Nick Wilson, residents of Robertson Court, will repaint mailboxes and mailbox numbers to spruce up their appearance, but the paint is still not reflective. Tri-State Fence has the mailboxes and brass numbers if anyone needs new ones. Linda Gordon reported that she had found a website, www.numbersandletters.com, that sells reflective 2" numbers for \$2.75 each. Some of the Rosemount residents asked if their street was actually Rosemount Court or Rosemount Drive. This issue seems to cause confusion among delivery companies, as packages come addressed as Rosemount Court, but the sign says Rosemount Drive. Kathleen Ferrell will look into this. Also, Chris Wilson will be asked about repainting the street signs so that the letters are painted with a reflective paint. No decision was made about replacing mailbox numbers for the neighborhood.

Fence on Rosemount: There was considerable discussion about replacing the fence on Rosemount. The residents of this street are concerned about when and how this will be done: whether it will be done in sections or all at once, and where the replacement will

begin. The fence next to the Swikard's property must be replaced as soon as possible as it is falling down. Maggie Haas gave the Board three estimates for this job. Linda Gordon moved and James Haas seconded a motion to go with Fenced-In, who presented the lowest bid. Jackie Dubose moved and James seconded the motion to have Beaver Tree service remove the mimosa tree at the corner of the Swikard's lot, a tree which is growing up through the fence. The Board said it would look at the 2016 budget later this year to see what plans can be made regarding replacing the fence. There was discussion about how the "neighborhood assessments" attached to our HOA dues are spent and whether or not these funds are kept in separate accounts for those particular neighborhoods. The Board noted that all funds are put into a general fund account and all bills are paid out of that account.

New Business

Sale of Golf Course: Rich McHenry reported that the Board had received a letter from the senior partner of the company that has purchased the golf course and clubhouse. This letter has been posted on our website and Facebook page for homeowners to see. Rich opened the floor to Mark Krystyn, the golf club manager, to report on what he knows about plans for the golf course and to answer questions. Mark stated that plans are to keep the course as an 18-hole course. There had been some concern that hole 16 would be closed and moved to change the configuration of the course. The owners have over 50 other golf courses and have a great deal of expertise in managing courses. They believe Tartan Pines has a great deal of potential and are working now to improve the condition of the course. They hope to have the course in tip-top shape by August. At that time, they will launch a marketing and advertising campaign to bring golfers back to the club. Some residents in attendance noted that the course looks better already with what work has been done to date.

The club restaurant is now called White Sticks Grille and is open every day, with breakfast on Saturday and Sunday. Jackie Dubose asked about combining the golf club and restaurant with special rates and prices for members. Mark stated that there are no plans at this time to combine the two. Mark asked everyone to notify him of any problems they observe on the course. The restroom facilities are being renovated; one has already been done, and the other two are scheduled to be redone shortly. Please let Mark know if people are driving or walking where they should not and if children are seen playing or riding on the course. It was suggested that those who use the course spread the word of the improvements being made and post photos on Facebook to show what is being done. People who wish to book parties at the pool should contact the managers of the restaurant.

Pool agreement: Kathleen Ferrell noted that James Haas had signed the 2015 pool agreement on behalf of the Board in October 2014. That agreement will remain in effect with the new owners. New contracts are being let between the club and pool maintenance companies to ensure the pool will be properly maintained. There was a short lapse during the sale and transfer of ownership of the club, but that has been addressed. In the fall, the Board will review the agreement with the clubhouse prior to the 2016 year.

Sidewalks: Linda Gordon reported that some residents had asked that the condition of the sidewalks be addressed at the board meeting. In particular, some of the sidewalks in the 400 block of Tartan Way are in need of repair. Brandy and Maggie have already contacted the city about this problem, and they noted that they need specific addresses to give the city. They are making note of areas that need repair when they do their monthly drive-through inspection.

Landscaping: James Haas also signed off on the landscaping contracts between the HOA and two different companies in October 2014. Maggie Haas distributed copies of the maintenance contract to board members. Some residents reported that some of the common areas are not being tended to. The Board agreed that maps of the common areas and areas belonging to the club need to be looked at, and the landscaping companies made aware of exactly where they need to cut and edge. Kathleen Ferrell noted that their office has these maps and that these areas would be defined and reported to the companies responsible for cutting and edging. It was also noted that the sidewalk along Tartan Way, near the club house is never edged. Kathleen and Mark both said that this was being addressed. The Board agreed to review these contracts in October and take bids before signing off on a contract for 2016.

Run-off of rainwater from golf course: Due to the extraordinarily heavy rains this past Sunday, a number of residents expressed concerns about water running off the golf course onto their property. One resident at 400 Tartan Way had nearly two feet of water in her back yard. She reported that a berm on her neighbor's property directs the water onto her yard; this time it was such a strong flow of water that it moved the bridge she has erected in her yard. This was indeed such an unusual rain event, nearly 4" in one hour alone, not counting the number of total hours of rain, that almost everyone had excessive runoff. Mark Krystyn noted that the new owners of the course are aware of some drainage issues but that those will not be immediately addressed.

Dr. Lawrence proposed that HOA dues be set at a single fee for all property owners and that the neighborhood assessments be done away with. The Board agreed that it would discuss this proposal at its next meeting in July. James Haas moved and Ross Bonura seconded a motion to discuss this issue in July.

The next Board meeting will be held on Monday, July 20, at 6:00 p.m.

There being no further business, Jackie Dubose moved and James Haas seconded a motion to adjourn at 7:30 p.m.

Respectfully submitted,

Linda Gordon, Secretary

**Tartan Pines Homeowners Association
Board Meeting
January 19, 2015
Tartan Pines Club House 6:00 p.m.**

President Rich McHenry called the meeting to order at 6:10 p.m. Present were Vice-President James Haas, Secretary Linda Gordon, Treasurer Ross Bonura, Sue Neuwien, Hugh Meade, Brandy Johnson from Regency Multi-Family Services, and Patti Graves (Seasonal Decorating). Jackie Dubose was absent.

After welcoming everyone to the first meeting of the new year, Rich McHenry asked everyone to review the minutes of the last couple of meetings held in the fall of 2014. James Haas moved, and Sue Neuwien seconded the motion, to accept the minutes as written. The minutes will be posted to the HOA website.

Brandy Johnson presented the financial report for December and for the entire 2014 year. She noted that the HOA's expenses exceeded income, but there was still money in the bank from the reserve accounts. The increase in dues for 2015 will enable the HOA to complete some much-needed projects without operating "in the red." Rich noted that he had received many telephone calls about the dues statements being sent out in December with a due date of January 1. Brandy stated that the By-laws require the statements be sent out 30 days prior to January 1, with a due date of Jan. 1. However, the dues are not delinquent if paid within the first 90 days of the year. She also noted that many people are sending their checks to the wrong address. She has been checking two post office boxes to ensure she gets all checks; some people are even sending their checks to the clubhouse. Linda Gordon will include information in the next newsletter regarding the correct address for mailing dues checks.

Brandy reported on her drive-through inspection, noting several yards in need of maintenance and a large number of trash piles in the streets. Board members assured her that the city has asked that yard refuse be placed in the street next to the curb, and that the trash was due to be picked up on Wednesday or Thursday of this week. The nice weather over the weekend spurred many homeowners to clean up their yards following many weeks of wet and cold weather, so there was probably more yard refuse than is usual.

Several board members commented on the fact that street signs and mailbox numbers cannot be seen at night. This creates problems for delivery companies such as Fed Ex and UPS as well as for emergency responders. Brandy will get estimates on reflective signs and numbers and send this information to the board.

Committee Reports:

Landscaping Brandy reported that a portion of the fence is falling down along the edge of the Swickard's property on Rosemount Drive, and that part of it needs replacing around a large tree that has come up under the fence near the same property. She presented an estimate from Fenced In to replace the fence. It has been repaired but the repairs are not holding due to rotting boards and posts. To put up an 8-foot high fence along a 250 foot section next to the Swickard's will cost about \$3000. Another 100 foot section needs to be replaced as well, a section that currently has shadow-box fencing. The board discussed putting up a plain privacy fence instead of a shadow box

type fence. Brandy will get an estimate for this type of fence which may be less expensive than the shadow box fence. She will also get an estimate from Tri-State Fence Company. This information will be sent to board members for their input.

An erosion problem along the common area and pond next to Rich McHenry's and Jimmy Jones' homes was discussed. Brandy has looked at the problem and will meet with a contractor to see what can be done and what the cost will be. She will get three bids for grading, adding soil, and planting sod for this area.

Covenants Brandy noted the lawn maintenance concerns and will pass her information along to Steve Wilson, who will work with her to address these concerns.

Pool The Pool committee still needs a chairperson. No issues yet, but pool season is still several months away.

Social Ross reported for Schoen that she is planning a spring garage sale. He will consult with her on a date and get that information to the board so that it can be published on the website, on our Facebook page, and in the newsletter.

Playground Ross reported that the funds are still in the bank account and this committee still needs a chair. There was some discussion about allocating this money for another project that would benefit the homeowners since no one seems interested in pursuing a playground.

Seasonal Decorating Patti Graves thanked the block captains for helping display flags last year and thanked her husband for putting up the Christmas lights and helping with Christmas decorations at the entrances. She also thanked Billy Cotter and his crew for hanging the Christmas banners, especially since Mr. Cotter had to pay for the use of a truck this past Christmas season. Patti asked if she had enough money in her budget to purchase additional Christmas banners for the side streets. She was asked to determine the number that would be needed and to contact the company about the cost. She will report back at the next board meeting.

Newsletter The last newsletter was mailed in November/December. The next one will go out in early spring, probably March, prior to the spring garage sale. Linda Gordon will work with Brandy to accomplish this task.

Webmaster/Facebook James Haas reported that he is updating the website, posting minutes of the board meetings and other information homeowners might be interested in knowing. He has included the new board members and their contact information.

Old Business

The board still needs a chair person for the Pool committee since Kristine Miller left last year.

Removing the island on Turnberry Drive: Brandy presented bids for removing the island and repaving the street along that section. The only company that will do commercial stamping of concrete is Jenne Concrete. They will remove the island,

repave the street (a 24.5 foot by 17 foot section) with concrete and stamp the concrete to look like stone for \$6815. They will pour 8" concrete with an 18" rebar grid. James Haas moved, and Sue Neuwien seconded the motion, to contract with Jenne Concrete for this project; the motion passed. The street will be blocked off while the work is being done. Every effort will be made to inform homeowners and residents of the work to be done. Brandy will coordinate with the city officials to make them aware of the road closing. The board then voted on the pattern and color to be used: London Cobblestone pattern and either Brick Red or Salmon as the color.

Delinquent HOA dues: The board agreed to continue the process begun in 2014. Beginning Feb. 1, homeowners who have not paid the 2015 dues will be sent a reminder letter every thirty days. After 90 days, those who have not paid will be assessed a \$25 late fee.

New Business

Sale of golf course: Board members noted that they had been inundated with requests for information on the rumored sale of the Tartan Pines Golf Course. Mark Krystyn stated that he believed a purchase agreement was in place but nothing had been finalized. Rumors and speculation abound, but no one on the board knows exactly what is taking place. Mark noted that he believed the new owners would want to meet with the board after the transaction is completed.

Mark Krystyn said that the club is open for lunch 7 days a week and a new menu is in the works. He asked that residents and homeowners check the club's Facebook page for updates and information about the club.

The Board scheduled its next regular meeting for Monday, April 20, at 6:00 p.m. at the clubhouse. Ross will check his attic for signs that can be displayed to remind homeowners of the board meetings.

There being no further business, James Haas moved, Hugh Meade seconded, to adjourn at 7:25 p.m.

Respectfully submitted,

Linda Gordon, Secretary