

## Agenda

Call to Order; Establish Quorum; Approve March Minutes  
Treasurer's Report; Update on status of obtaining Debit Card  
Landscape Committee Report  
Member Issues

- Jed/Keren Crandall request for dumpster
- Juan Camacho Garage Sale
- Dan Arnold South Commons Request
- Remove from e-mail list
- Other

Adjourn

Board Members Attending: Kim Fusselman, Gil Clarke, Jerry Simon, Marilyn Showalter, Chris Bigge

Residents Attending: Dave Herstedt, Landscape Committee; Gerri Rivera, Sandy Simon, Liz Walcher, Joe Walcher

March Board Minutes were approved.

## Treasurer's Report

- **Debit Card:** A Landscape Budget Account was established with Wells Fargo with \$4000 opening balance. The \$4000 is the Board approved amount for the Landscape Budget plus \$500 reserve to avoid service charges. A debit card was issued for the account that will enable facile purchase of supplies. Receipts will be obtained for all purchases, and tight reins will be kept on the Debit Card.
- A 19 month Certificate of Deposit (CD; \$44,500) was purchased with the Long Term Road Maintenance Account – Jerry Simon and Julia Clarke are joint signatories for the CD (because they were willing to go to Wells Fargo).
- Quarterly Association Dues are due. All Members should submit Quarterly Dues ASAP.

## Landscape Report

- Rainbird Sprinkler heads are replaced as they die. Typically the sprinkler heads are \$16 each; 50 were purchased in bulk for \$427. 20 Sprinkler heads were replace in February/March and 25 new Sprinkler heads remain in stock.
- \$357 was spent on supplies the first quarter; including 5 bags of Scott's Weed and Feed. Timing of application follows the city fertilizing plan.

- For the record, minor cracks were noted in the recent road repairs. Upon further inspection, any cracks were observed to be insignificant and not needing immediate Gaylord actions.

### Member Issues

- Jed and Keren Crandall requested permission for a Dumpster short term. Request was granted.
- Gil Clarke informed the Board that there will be Construction at their house:  
AC/Roof/Stucco
- Tree trimming remains an issue along the narrow section of Aloysia Lane. The Garden's maintenance policy for trees aligns with the city guidelines: 11' clearance on the street side and 7' 6" on the sidewalk side. A registered letter shall be sent to residences not in compliance with Community Standards. (***Note: The 2016 Landscape Maintenance Policy is added as an Appendix to this month's minutes.***)
- The Board confirmed their decision that any Garden's Garage Sale shall be limited to the Closed Community. Gates shall not be opened to the outside public. An option to obviate the need for a Garage Sale was proposed: An Auction House (e.g. Sunrise Estate Sales and Roadrunner are examples) can be hired to purchase and remove all desired items.
- Dan Arnold and the Board are satisfied that all necessary precautions will be taken regarding the South Commons Reservation May 26th.
- Viola Cordera requested that she be removed from all e-mail lists associated with the Gardens.
- Best practice when leaving town for any length of time is to inform a close neighbor and provide them with contact information and other essential information (phone/e-mail/deliveries).
- Marilyn Showalter identified a table for purchase for the Postage Stamp: \$279 and \$60 delivery. The table was approved by the Board.

The meeting was adjourned.

Respectfully Submitted,

Christopher Bigge

[franklin.bigge@yahoo.com](mailto:franklin.bigge@yahoo.com)

505 Cilantro Ln NW

## Appendix: Lot Landscaping Maintenance Policy, Gardens on the Rio Grande June 20, 2016

Recently it has come to the attention of the Homeowners Association (HOA) Board of Directors (BOD) that several Lots within the Gardens on the Rio Grande subdivision are in need of landscape maintenance. It is the responsibility of the BOD to ensure that HOA covenants are followed. The BOD has developed the following Lot Landscaping Maintenance Policy for the benefit of the entire subdivision. The policy is based upon Declaration of Restrictions, Covenants and Conditions for The Gardens on the Rio Grande Subdivision.

### Section 5.03: Powers and Authority of the Association

*b. "The Association shall have the power, but not the duty, to enter upon and maintain, provide for the maintenance of, any Lot or Improvements which is not maintained by the Owner thereof in accordance with the requirements of these Restrictions, at the expense of any such Owner."*

### Article

7

### Duties and Responsibilities of Owners

#### Section 7.01: Owner's Responsibility to Repair.

*"Each Owner shall be responsible for the maintenance and repair of his dwelling, his*

*Lot, his landscaping and all courtyard walks."*

#### Reason for Action:

- Vegetation is being allowed to grow within sidewalks making it difficult to walk within our community.
- Shrubs are becoming too large and dense creating a fire hazard and habitat for rodents and other unwanted wildlife.
- Weed trees, such as elm, are being allowed to become established and grow where they are not intended to grow.
- Trees limbs are growing over sidewalks making it hard to walk and/or ride a bicycle.
- Ornamental grasses are taking over entire yards resulting in a fire hazard and will spread to neighboring Lots.
- Weeds are growing in sidewalk, driveway and road cracks.
- Weeds are growing within Lots.
- Leaves are being left to accumulate under shrubs and other landscaping.
- Etc.

The following Landscaping Maintenance Policy will therefor become effective immediately:

- 1) The HOA Board of Directors will notify the homeowner that they are not in compliance with the Subdivision Covenants and Conditions. This notification will be in the form of an email and registered, receipt reply required letter to the owner of the Lot. The email and address will come from the Gardens Roster spreadsheet. If the home is rented it is ultimately the responsibility of the homeowner to keep the yard maintained and the renters will not be notified.
- 2) The homeowner will have three weeks from the mailing of the letter to reply to the BOD with actions they will take to remedy the landscaping infractions. The BOD will then inform the homeowner if their remedy is appropriate and timely and expect the work to be completed within two weeks.
- 3) If after 30 days from mailing the notification letter there is no reply to the BOD or the letter is non-deliverable the BOD shall take the following actions:
  - a) Assess a \$100.00 fee to the homeowner's dues account.
  - b) Hire a professional Landscape Maintenance Contractor to perform the needed maintenance. This is necessary to insure that weeds do not spread or other conditions become a safety hazard to the community. The cost of the maintenance work will be also added to the homeowner's dues account.

If the homeowner needs assistance, it may be possible for the BOD to find people to perform the required landscape maintenance, but this will be done only if the homeowner is physically unable to do the work themselves and this option is entirely up to the BOD.

If requested, the BOD may provide a list of acceptable landscape maintenance professionals to perform needed work.

Fines collected shall be deposited to the Gardens on the Rio Grande HOA account for necessary maintenance and improvements.