

HSVTHA Newsletter

1 Perralena Lane
Hot Spring Village, AR 71909

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October 2019



HSVTHA

Board of Directors

Richard Smith—President
Julianne Henderson—Vice Pres.
Sandra Smith—Treasurer
Joan Smith—Secretary
Charles Derryberry—Director
Jean Woodworth—Director
Larry Draeger—Director
O. J. Miles—Director
Larry Patrick—Director

HSVTHA Contacts

Gayle Annis Administrative Assist.
Melissa Speers Administrative Assist.

Fee Payments Contacts

Best Management Co., LLC
501-224-4840

Mail Payments To:

HSVTHA
P. O. Box 22206
Little Rock, AR 72221-2206

THA Office Hours

Monday - Thursday, 8:00 am
to 12:00 noon. For an appointment,
call 501-922-1375 or e-mail
hsv.tha@sbcglobal.net.



Inside topics.....

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FROM THE PRESIDENT

Richard Smith, President HSVTHA



As the year draws to a close, we can see several completed projects. Landscaping has been done in Madrid. The retaining walls in Valencia and Guadalajara have had loose blocks and stone repaired. Guadalajara's retaining walls also had stucco applied to better seal the walls and help prevent cracking. The trash corrals in La Coruna and Guadalajara have all been repainted. This is necessary to seal the porous cinderblock. This should be done every 2 to 3 years.

Also, in Guadalajara an unsafe handrail was removed and replaced with a cinderblock wall that was also painted to seal the block.

There will be cluster mailboxes installed in Cortez. Once this is done the old mailboxes and standards will be removed.

In Majorca 4 rotten wood expansion joints in the parking pads and side-walks were removed and replaced by pressure treated lumber that will last for years. In Desoto landscaping rocks have been installed. Unsafe stairs and hand railing were replaced. Gaucho Lane has had the parking pads crack-sealed and seal-coated.

A sheer wind struck Madrid in May downing several trees and damaging townhouses. Trees on townhouses were cleared and repairs made at the owners' expense. Those not on townhouses were cleared at the court's expense. We had to use two tree service companies due to the large number of trees involved. As is the norm, dead trees in several courts had to be removed. Tree trimming in all the courts will begin this fall and continue until completion.

We have had to send out letters to owners whose property is in need of repairs like painting, power washing, debris removal from roofs and gutters, etc. We all need to understand that not only does the appearance of the exterior of your property effect its value, but also all the townhouses in your court. If you see something that needs to be addressed, contact the office and we will investigate to determine if it is the owner's responsibility or something that the court will take care of.

FROM THE PRESIDENT, *cont.*

If we all work to maintain our property, the value of the townhouses will continue to rise to the benefit of all owners. I would like to thank Mr. Gary Smith, Chairman of the Standards and Control Committee, and all the Court Representatives for their help. As always, I want to thank Gayle and Melissa for all their hard work.

ACTIVITIES IN THA OFFICE

Activity abounds in the THA office, staffed by Gayle Annis and Melissa Speers, from 8:00 am to 12:00 noon, Monday through Thursday. Voice messages are answered promptly and courteously. On average, the women receive 20 calls and walk-ins between these four hours.

Besides phone calls and walk-ins, there have been approximately 145 painting, roofing, building, and landscaping applications processed by the office in 2019 just through September. Building applications are accepted in the office, entered into the database and then submitted to the Architectural Review Committee for approving or denying. Painting applications are reviewed, entered into the system and forwarded to the court representatives for compliance.

Regarding assessment payments, due to the efforts of Melissa Speers with the tools defined by the THA Ad Hoc Collections Committee, long-term payment delinquencies have been whittled down from almost \$90,000 to approximately \$30,000. Short-term past dues (30-60-90 days) are currently down under \$1000.

From January through September 30 of this year, there have been 70 new owners. This requires contact with title companies, providing accurate explanations of the workings of a townhouse association, entering new owners into the database, and updating, printing, assembling and mailing New Owner Packets to every new owner. The New Owner Packets contain the following information:

- HSVTHA Rules and Regulations
- HSVTHA By-Laws
- New Owner Information Form
- Automatic Bank Draft Request
- How Assessment Money is Spent
- Trash Disposal Policy & Schedules
- Board Meetings & Office Holidays
- Helpful Information on the Website
- Frequently Asked Questions

The THA staff's goal is to address all issues and concerns with respect, courtesy, importance, and thoughtfulness. The office works for all owners and asks for mutual cooperation and respect in return for the best results.



2020 BOARD MEETING SCHEDULE

Meeting Type	Date	Day	Time
Working	1/7/2020	Tuesday	9:30 am
Monthly	1/17/2020	Friday	9:30 am
Working	3/3/2020	Tuesday	9:30 am
Monthly	3/13/2020	Friday	9:30 am
Working	5/5/2020	Tuesday	9:30 am
Monthly /Annual	5/15/2020	Friday	9:30 am
Working	7/7/2020	Tuesday	9:30 am
Monthly	7/17/2020	Friday	9:30 am
Working	9/1/2020	Tuesday	9:30 am
Monthly	9/11/2020	Friday	9:30 am
Working	11/3/2020	Tuesday	9:30 am
Monthly	11/13/2020	Friday	9:30 am
Working	12/1/2020	Tuesday	9:30 am
Monthly	12/11/2020	Friday	9:30 am

NOMINATING & ELECTION COMMITTEE

There are three Townhouse Association Board of Directors' terms expiring as of December 31, 2019 and one resignation. Four applications had been submitted to the THA. Therefore, an election is not needed according to the THA By-Laws. The new Board members will be seated at the December 13, 2019 Voting meeting of the THA Board of Directors and assume their duties on January 1, 2020.

Dennis Simpson, Jean Woodworth, Joan Smith, and Sandy Smith comprise the four applicants.

**2020 HOLIDAY SCHEDULE**

Holiday	Date Observed	Day	THA Office
New Year's Day	12/31/2019-1/1/2020	Tuesday-Wednesday	Closed
Memorial Day	5/25/2020	Monday	Closed
July 4th	7/3/2020	Friday	Closed
Labor Day	9/7/2020	Monday	Closed
Thanksgiving Holiday	11/26/2020-11/27/2020	Thursday - Friday	Closed
Christmas Holiday	12/24/2020-12/25/2020	Thursday - Friday	Closed

SC&CIC COURT REPRESENTATIVE LISTING

Pat Shade	501-915-3281	Arista
Rich Zavrel	612-508-5586	Balboa
Jean Roberts	501-922-3146	Castellon
Sandra Charlton	262-442-7092	Coronado
Suellen Wiggins	501-226-3053	Coronado
Bobbie Wilson	501-922-3357	Coronado
R. K. Sanders	501-226-5106	Cortez
<i>Position</i>	<i>Available</i>	Desoto
Keith Abram	352-220-0999	Guadalajara
Dianna Higgins	501-551-6073	La Coruna
Sam Arant	501-204 4446	Lanza
Teresa Arant	501-204 4446	Lanza
Everett (Skip) C. Brown	602-677-7230	Madrid #1
Betty & Robert Delong	501-915-9765	Madrid #2
Lindy Watts	501-590-5675	Madrid #3
Russ Bartells	319-360-5431	Madrid #4
Jeannette Slattery	501-922-3954	Magellan
Joyce Benning	501-941-8758	Majorca #2
Gary Smith	501-915-0703	Majorca #4
Robert Downey	501-226-5937	Majorca #4
Cheryl Boehmke	501-204-4670	Segovia
Janet Peterson	501-915-8874	Valencia
Sandy Corzatt	501-915-9351	Villa Alegre
Gloria Alford	501-922-0955	Villa Alegre

2019—2021 MONTHLY ASSESSMENT RATES

Approved by Membership 8-31-2015

Court	No. of Units	Assessment	Sanitation Fee	TOTAL
ARISTA	20	74.00	17.00	91.00
BALBOA	10	119.00	17.00	136.00
CASTELLON	52	83.00	23.00	106.00
CORONADO	101	58.00	27.00	85.00
CORTEZ	58	72.00	27.00	99.00
DESOTO	90	58.00	27.00	85.00
GUADALAJARA	63	73.00	27.00	100.00
LA CORUNA	67	54.00	27.00	81.00
LANZA	16	90.00	17.00	107.00
MADRID	152	68.00	27.00	95.00
MAGELLAN	20	87.00	17.00	104.00
MAJORCA 2	38	87.00	17.00	104.00
MAJORCA 4	33	65.00	21.00	86.00
SEGOVIA	21	76.00	21.00	97.00
VALENCIA	131	60.00	27.00	87.00
VILLA ALEGRA	56	87.00	17.00	104.00

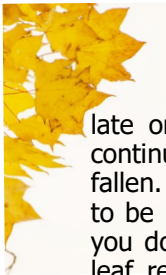


FALL TREE TRIMMING

When the leaves have fallen sufficiently, a tree trimming crew will move through the courts to trim where there is evidence of dead trees or limbs touching townhouses. The trimming is done in the fall for obvious reasons— safety for the trimmer and visibility.

The THA does not remove healthy trees. However, if an owner wants to remove a tree at his/her expense, a Tree Cutting Application can be submitted to the THA office for approval. These applications can be printed off the THA website (www.hsvtha.com) or picked up at the office.

If you see a definite tree issue before the trimming starts, call the office and it will be added to the tree trimming list. (501-922-1375)



AUTUMN LEAVES

The leaves are beginning to accumulate on the yards— again! This is going to continue to happen until all the leaves have fallen. Be patient. The crews are contracted to be in the courts once a week. However, if you do see a particular concern regarding the leaf removal, call the THA office at 501-922-1375.

CONTRACTORS

All contractors who are hired by the Townhouse Association are required to have on file at the office a W-9, and either a Workmen's Compensation Certificate of Insurance or an Opt-Out Certificate.

A Certificate of Insurance typically provides to the certificate holder proof that an insurance policy exists and shows the limit or amount of insurance provided on the policy.

An Opt-Out Certificate certifies that the contractor has complied with Arkansas workers' compensation laws and has elected not to be covered by a policy of workers' compensation in accordance with Ark. Code Ann. §§ 11-9-402©. These certificates have to be renewed and submitted to the THA office annually.

W-9 forms are also required. The Opt-Out certificates and W-9 forms are available in the THA office. These forms have to be in place before work is started.



NEIGHBORHOOD LIBRARY

On Thursday, July 25th a few residents of Segovia Court gathered to dedicate their little "Segovia Neighborhood Library". Phil Gustafson initiated the project getting the library built by a friend and painting it to match the colors of the neighborhood. The builder, Mel Melcher, installed the library with a little help from residents. Keith Abrams painted the tire in place since it weighs about 300 lbs., a good strong base.

Use is brisk with friends sitting to chat next to the library on a bench Sue Flannery donated in what is now known as Segovia Park. Dan Boehmke took this photo of participants on dedication day. Shown left to right: Debbie Day, Sue Flannery, Dan Dilieto, Keith Abram, Mel Melcher, Cheryl Boehmke and Phil Gustafson.



Article submitted by Cheryl Boehmke

COUNTY LEASH ORDINANCES

When outside, pets must be on a leash at all times. Owners are also reminded that it is their responsibility to pick up after their pets when taking them outside. This applies everywhere in the courts. However, pets cannot be left chained outside for extended periods of time.

Garland and Saline Counties have taken the concern of unattended dogs very seriously and have approved leash ordinances, e.g. **"QUORUM COURT OF GARLAND COUNTY, ARKANSAS THAT:**

SECTION 2—2. No owner of, custodian of, or person with authority to control a vicious dog and/or a nuisance dog shall suffer or permit such dog to go beyond the premises of said owner unless the vicious and/or nuisance dog is securely muzzled and restrained with a restraint having a minimum tensile strength of 300 pounds and not exceeding three feet in length."



SALINE COUNTY ORDINANCE NO. 2014-09 REGULATING ANIMAL CONTROL addresses the same issues.

2020 ASSESSMENT COUPONS

Watch your mailboxes in December for the HSV Townhouse Association monthly assessment coupons for the year 2020. If you do not receive the coupons by January 1, 2020 (and do not have your payment automatically drafted) contact the THA office. Coupons and payments should be mailed to:

HSV Townhouse Association
c/o Best Association Management Co.
P. O. Box 22206
Little Rock, AR 72221-2206

There will be an automatic bank draft request form on the reverse side of the coupon cover letter. If you would like to arrange to pay the monthly assessment by automatic bank draft, complete this form and return it with a voided blank check to Best Association Management Company, shown above, in Little Rock.

Contact the THA office at 501-922-1375 or Renee, Best Association Management, at 501-224-4840 with questions.

Check: _____	Account: 673.10 Unit: MD18-5	Monthly Assessment + Sanitation
Date: _____	Hot Springs Village AR 71909	
Amount due: \$ _____		
Payment due on: 01/01/2019		
Account No. _____	MAKE CHECK PAYABLE TO:	
Unit No. _____	HSVTHA Madrid Court	Amount due: \$ _____
Association ID: 0	PO Box 22206	Payment due on: 01-01-2019
Property _____	Little Rock AR 72221-2206	
4 Diagonza Place		
Hot Springs Village AR 71909		

FEE PAYMENT CONTACTS

Renee Carr
Best Management Co., LLC
501-224-4840

Mail Payments To:

HSVTHA
P. O. Box 22206
Little Rock, AR 72221-2206

NEED TO CANCEL AUTO BANK DRAFT?



If you sell your townhouse and are on automatic bank draft for your assessment payment, contact Renee at Best Management Co. at 501-224-4840 to cancel the draft. The THA office personnel are not authorized to request this process on your behalf.

Likewise, if you are changing banking information—routing number, account number, etc.—contact Best Management.

INFO FORMS AVAILABLE ON-LINE

The THA website, www.hsvtha.com, is a valuable source of information regarding the Townhouse Association. Two forms of particular interest are on the website under "Forms and Applications". The first is an automatic bank draft request (ACH). You can complete the form and return it, along with a voided, blank check, to the THA office. The second is an Owners' Information Form. If there have been any changes in your contact information recently, it is to your benefit to keep the THA updated. Complete and return to:

HSV Townhouse Association
1 Perralena Lane
Hot Springs Village, AR 71909

OWNERS/LANDLORDS & RENTERS

When Townhouse Association owners rent their townhouses, they are ultimately responsible for the THA Rules and Regulations and entitled to the rights of the Association. Renters are also subject to compliance and entitled to rights. It is imperative that owners/landlords provide the tenants with the appropriate rules along with the Association's governing documents.

The THA's presumed function is to keep the quality of the community high to keep the owners' property values in line with the prevailing rates.

HSVTHA WEEKLY TRASH PICK-UP DAYS BY COURT

	MONDAY		TUESDAY		THURSDAY		FRIDAY
2/Wk	Desoto	2/Wk	Cortez	2/Wk	Desoto	2/Wk	Cortez
2/Wk	Valencia	2/Wk	Madrid	2/Wk	Valencia	2/Wk	Madrid
2/Wk	Coronado	2/Wk	Guadalajara	2/Wk	Coronado	2/Wk	Guadalajara
1/Wk	Majorca 4	2/Wk	La Coruna	1/Wk	Lanza	2/Wk	La Coruna
1/Wk	Majorca 2	1/Wk	Segovia	1/Wk	Balboa Cove	1/Wk	Villa Alegre
		1/Wk	Castellon	1/Wk	Magellan		
				1/Wk	Arista		

TRASH DISPOSAL PROCEDURES & REGULATIONS

The following are requirements **which must be met by every townhouse owner, tenant, property manager or rental agency.**

1. Trash routes will begin at 8:00 A.M.
2. The normal trash routes will pick up household waste.
3. Trash must be bagged even though it is put into a can.
4. Do not place loose trash in the trash can.
5. Do not place any trash on the corral floor; all must be in a trash can. Securely attach the lid.
6. Due to Garland County landfill policy, household trash cannot be mixed with other items such as building materials, special pick up items or yard waste. The sanitation crew cannot take these items.
7. Special pick up items include things such as: wood, furniture, water heaters, grills, metal pieces, etc.
8. Special pick up collection is by request only. **Do not leave special pick up items in communal corrals.** If you have a special pick up request, call POA Public Works to schedule it for a nominal fee which is added to your POA Utility Bill; 501-922-5524.
9. **DO NOT PUT LIQUID PAINT IN THE TRASH CONTAINER OR CORRAL!** **If you have liquid paint, take lid off the paint can and mix kitty litter with it until it becomes a solid.** When it becomes a solid, you can take it out to your trash can and sit it beside the trash can with the lid off so the waste haulers can see that it is a solid. It will then be picked up.



Owners, Tenants, Property Managers who use the community trash corral are responsible for disposing their trash in a neat and orderly manner.

REMEMBER: - Loose trash can be strewn around by wildlife which can create an unsightly and unhealthy situation. Always securely attach the trash can lid.

PESKY RACCOONS

If you are having trouble with raccoons invading the trash cans and/or corrals and spreading trash all over, it is helpful to do an internet search on "homemade remedies to repel raccoons."



One homemade raccoon repellent that is mentioned often is a recipe that uses 1 bottle hot pepper sauce or 1 bottle cayenne pepper powder and mixes it with a gallon of water and a teaspoon of dishwashing liquid. The soap helps the liquid to adhere to what you're spraying, and should be sprayed on the entire area that you would like to protect. It will have to be sprayed again after a rain.

SANITATION HOLIDAY SCHEDULE 2019

Thursday, November 28 Thanksgiving Day

Thursday's route on Wednesday; Monday's, Tuesday's, Friday's routes - no change

Wednesday, December 25 – NO CHANGE

TAKE NOTE

WATCH FOR 2020 SANITATION HOLIDAY SCHEDULE

Superior Sanitation Company schedules pick-ups during a holiday week according to the **Garland County Sanitation** holiday schedule. The complete **2020 HSVTHA Holiday Schedule** will be posted at a later date, once Garland County posts its holiday schedule.

TOWNHOUSE COURTS PAY

Townhouse owners may not be aware that when the THA has to schedule a special pick-up with the POA for discarded items, because the owner of the items is not known, the cost is charged to the particular court. Since January over \$525.00 has been paid by various courts for special pick-ups through September.

This is one more example of protecting property values in the HSV Townhouse Association. If you know who may be leaving things out in view of neighbors and public that require pick-up, please notify the office. These notifications are anonymous and privacy is respected. 501-922-1375



FREQUENTLY ASKED QUESTIONS

1. When I buy a townhouse do I own any of the land around the townhouse?

Yes, you own the property within the platted property lines. A copy of the plat map may be obtained at the POA Public Works Dept.

2. Are townhouses and condos insured the same?

No. When you buy a townhouse you are responsible for repairs and maintenance of the inside and outside of the dwelling. Townhouses should be insured just like a free standing house would be, with the exception of the common wall.

3. Can I add onto my townhouse

Yes, providing the addition doesn't extend past the platted lines for that townhouse and a building application has been submitted to the HSVTHA. The addition must be approved by the HSVTHA Architectural Review Committee (ARC) and the HSVPOA Architectural Control Committee (ACC). Depending on the type of addition, approval from the adjoining owners will be required before the application will be considered.

4. Can I paint or roof my townhouse any color I want?

No. In 2001 the HSVTHA Board of Directors approved the roofing and painting guidelines submitted by the HSVTHA Standards, Control and Capital Improvement Committee. These guidelines require all townhouses in a section to have the same roof and paint colors. Approved paint and roofing colors can be seen at the Association office.

Paint and Roofing applications must be approved by the Association office before work can begin.

5. What if I want to roof or paint a different color than what is approved?

In some courts all the townhouses are painted and roofed the same colors. In these courts townhouse owners are not allowed to change the colors.

In the other courts where there is no consistent color throughout the court, owners in a section can get together and decide on a color and submit an application to the Association for approval.

6. When are assessments due?

Assessments are due on the 1st day of each month. Coupons are sent to townhouse owners at the end of each year for the following year to only those who pay by check. Owners can pay by check, bank draft or on-line checks. Payments in arrears over 30 days will receive a collections letter.

7. What do the HSV Townhouse Association monthly assessments cover?

Direct Court Expenses of General lawn care – mowing, weed-eating, blowing, trimming of shrubs, and watering of the grounds.

Direct Court Expenses of Grounds maintenance care – fertilizing grass areas, weed control, tree cutting and trimming, re-furbishing gravel areas, re-seeding grass areas, erosion control, etc.

Direct Court Expenses of the Maintenance of capital items – trash corrals, drains, bridges, water irrigation systems, etc.

Shared Expenses of the maintenance of the limited common property in that specific court, and the operating expenses for the Association to do business. Shared expenses are \$13.67 per month per townhouse as of 01-01-2013.

8. Unless I have a private driveway, how many parking spaces do I have for my townhouse?

Townhouse owners are allowed two parking spaces closest to their townhouse. However, when Cooper Communities built the townhouses some courts did not have enough parking spaces for each townhouse to have two spaces. In this case, townhouse owners may utilize "overflow" parking areas. Examples: Desoto Courts and a few townhouses in Valencia Courts. Parking spaces are not assigned.

9. May I park a boat or trailer in my parking space?

Yes, however they must be parked in one of the two parking spaces allowed for the townhouse and only for 72 hours. If the trailer is too large for a parking space, it may not be parked in the court. Habitual parking is prohibited.

10. Can I park a camper or RV in my parking space?

Yes, but again, not on a regular basis, there is a 72 hour limit. They must be parked in one of the two parking spaces allowed for the townhouse and cannot block the roadway. If too large for a parking space, it may not be parked in the court.

11. Can I put up a fence?

The majority of the time the answer will be no. However, depending on the location of the townhouse a small 3' picket type fence may be allowed within the lot lines of the townhouse, providing the other owners in that section do not object. A Building Application is required and needs to be submitted to the HSVTHA Architectural Review Committee & the HSVTHA Standards, Control, and Capital Improvement Committee for their approval.

12. Pets and Townhouses

Pets should be controlled at all times and on a leash. Both Garland and Saline Counties have leash laws, also, and noise ordinances that include barking dogs.

Owners/Renters are responsible for picking up after their pets in ALL AREAS of a court. Gravel areas **ARE NOT "DOGGY BATHROOMS"**.

Leaving pets outside for extended periods or tied to trees, especially on common property, is prohibited.

13. If a court street light is out, who should be notified?

Contact Entergy at 1-800-968-8243, option 4, for street lights. You will have to provide the number on the street light which can be easily found on the lower half of the light. The number begins with the letters, SLN. In Saline County, call First Electricity at 501-922-6949.

14. Who is responsible for trimming or cutting down trees?

The THA, if the tree is located on LCP and is dead; the owner of the townhouse, if it is located on their platted lot. A Tree Cutting Application is required.



HSV TOWNHOUSE ASSOCIATION

1 Perralena Lane Hot Springs Village, AR 71909

Phone (501) 922-1375 Fax (501) 915-9347 Email Address hsv.tha@sbcglobal.net

OWNER'S INFORMATION FORM

PLEASE FILL OUT AND RETURN TO THE TOWNHOUSE OFFICE

DATE: _____

1. Townhouse Address: _____

Lot: _____ Block: _____ Court: _____

Owner's name: _____

Mailing address: _____

If PO Box, street address: _____

City: _____ State _____ Zip Code _____

Tele Home: (____) _____ Tele Office: (____) _____

Tele Cell #1: (____) _____ Office Fax: (____) _____

Tele Cell #2: (____) _____

Email address: _____

2. Is the unit a Rental Property?: Yes No If yes, Long Term or "Nightly"

Name and Phone Number of Property Manager: _____

Manager: _____ Phone (____) _____

If long term rental, name and phone number of resident(s)

If the unit is not a rental, and the owner lives elsewhere, who has the emergency key?

Name: _____ Phone: _____

3. Emergency Contact: Relationship: _____

Name: _____ Phone: (____) _____

Tele Home: (____) _____ Tele Office: (____) _____

Tele Cell: (____) _____

4. Permission to provide your contact information to adjoining owners or your court representative(s), if needed?

Yes _____ No _____