

A Reminder About TM Architectural Changes

Each month, the Architectural Review Committee receives and reviews numerous requests for changes to properties. The most common:

- *Painting the exterior of the home*
- *Altering existing landscape styles*
- *Removing or adding trees, cacti, plants, etc.*
- *Extending a driveway*
- *Renovations or improvements necessitating temporary removal of a gate or wall*

The ARC is a committee required by our CC&Rs (Art. 2.2-g). Its purpose is to preserve over-all aesthetics of Towne Meadows with respect to changes or modifications to exterior property appearances. We currently have three members. Additional members are welcome.

Members serving on the ARC can be anyone. Renters, homeowners, or any other person wishing to serve on this Committee may do so at the discretion of the Board.

In a majority of cases, if all required information is supplied, approval is granted. Occasionally, the ARC requests additional information before final approval is given.

Following ARC approval, RCP sends a written letter verifying approval for the changes, stipulating the approved time frame for a project as well as any additional conditions which may apply.

Change requests to a rental property must be made with the full knowledge and consent of the

homeowner. Requests must include an acknowledgment that the homeowner is aware of and consents to the proposed / submitted changes.

Architectural Change Request forms can be downloaded at www.tmhoa.com and can be submitted via fax, mail, or in-person. Requests are reviewed at the monthly ARC meetings, which are held immediately prior to regular monthly Board meetings. (3rd Monday of every month at 6:45pm at Sun Valley Church on Recker Rd.)

Prior approval is required for all changes which permanently or temporarily alter the exterior of any property. Requests can be submitted at any time before the ARC meetings. Requests received after the regular meeting date are reviewed the following month.

Please submit requests as early as you can. It is **NOT possible to contact ARC Committee members for immediate approval and RCP DOES NOT grant approval over the phone. All requests must be reviewed by the ARC.**

Projects must be **completed within 60 days**. Extensions may be granted by contacting RCP. Extensions must be reasonable and may be given over the phone in many cases, with a notation added to the property file.

Unapproved changes are subject to fines and possible other legal action. Your assistance and cooperation are greatly appreciated. Thank you.

TM Annual Homeowners' Meeting Fails to Achieve Quorum

On Wednesday, April 13th, Towne Meadows convened at Highland High School for purposes of conducting its Annual HOA Meeting. Due to a lack of quorum, there was no official HOA meeting. We cannot conduct an official meeting unless a quorum of 10% (59) is achieved either in person or by proxies received. This year, we were 9 people / proxies short.

Several reports were given, including an over-

view of TMHOA financials by Treasurer Mary Dahl; an update on Architectural Change Requests by ARC Chair Rod Luker; and a HOA update from Kevin Bishop of Renaissance Community Partners (RCP).

The Board wishes to thank those people who attended the meeting. We also wish to thank those who returned their proxies. We appreciate your participation and support.



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 Board Treasurer: **Damon Stephens**
 Board Secretary: **Randy Gault**
 Manager: **Renaissance Community Partners (RCP)**
 Kevin Bishop, President / Owner
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Talk About Towne is published for Towne Meadows members.

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Here's the "Scoop" on the Newest Park Additions

Towne Meadows' residents should take note of 2 new additions in the picnic park. Two pet waste stations are to be installed at the East end of the park; one near San Remo and the other near the swings.

The Board approved this expense in hopes that people who use the park for their personal pet relief area will now kindly remove their pet's waste. Each station is equipped with bags and

a waste receptacle.

The park area is for the use and enjoyment of everyone. When you leave pet waste lying around, not only is it rude, it's also disgusting, lazy and totally inconsiderate! You wouldn't like it if people let their pets relieve themselves in YOUR yard; so please don't do it in our picnic park.

Your cooperation is appreciated.

Towne Meadows Board of Directors

Towne Meadows HOA 2005-2006 Board of Directors

Since there was no official election for Board members, those Directors whose terms expired in April 2005 remain on the Board until the 2007 election.

Mary Dahl, who has served on the HOA Board since October 2003, and who has served as both Board Secretary and most recently as Board Treasurer, resigned effective April 2005.

At the April monthly meeting of the Board of Directors, Damon Stephens was appointed to fill the vacant position and will remain a Board member until April 2007.

Also, the Board elected officers for 2005-06.

TOWNE MEADOWS HOA BOARD OF DIRECTORS

Peggy J. Chapados, President
Rod Luker, Vice-President
Damon Stephens, Treasurer
Randolph Gault, Secretary
Sannette Judy, Director
Penny Moody, Director
Barbara Stroia, Director

TMHOA Board Meetings

3rd Monday of the month
 7:00pm
 Sun Valley Ch. of Christ,
 1015 N. Recker Rd.
 Homeowner appeals
 heard at 7:00pm.

TMHOA ARC Meetings
 3rd Monday of the month,
 immediately prior to
 regular BOD meetings.
 6:45pm

Upcoming meeting dates:
 Monday, June 20
 Monday, July 18
 Monday, August 15
 Monday, September 19

Attendance &
 participation welcome!

Keeping Up Our Neighborhood

In any given week, RCP and several Board Members receive a number of calls, emails, or personal complaints about the state of Towne Meadows properties. People are concerned, angry, frustrated and just plain fed up over properties that appear to be neglected or in a state of poor maintenance.

The Board and RCP have regular discussions about these issues and concerns. We unanimously agree **the primary purpose of enforcement is to achieve voluntary compliance with regard to property maintenance**, not issue lots of violation notices or levy fines against homeowners. We feel it is more desirable to have homeowners who take pride in and maintain their yards and the neighborhood rather than having to issue notices for frequent or repeated violations. Unfortunately, not everyone in Towne Meadows shares this vision.

We follow a protocol with regard to property inspections and violation notices. Confusion about this protocol may result in some people thinking that the HOA isn't doing anything. Our HOA follows due process when issuing notices and/or fines, and it may take up to six (6) weeks before a fine is levied.

When the inspector goes through Towne Meadows and observes a violation, here's what happens:

1. A "sticky note" is placed on the property specifying each violation observed. This is the first official notification. The violation is noted in the property file. Placing a "sticky note" is not trespassing. This is the

process for first violations as approved by the Board and executed by RCP.

2. The next inspection (usually 2 weeks later) checks to see if the violation has been corrected. If the violation has been corrected, the matter is closed. If not, a second written notice is mailed. The notice states the specific violation, a date for resolving or correcting it, and notice that if observed a third time, a fine will be issued. At this stage, a homeowner has the right to appeal the violation.
3. The third inspection (about 2 weeks later), checks the property again. If the violation is corrected, the matter is closed. If the violation remains, a written notice is mailed and a fine issued. Again, there is the right to appeal the violation or fine.

If subsequent inspections reveal repeated violations, additional written notices are mailed and increased / additional fines are issued. The right to appeal remains.

If repeated violations continue and fines accumulate unpaid, communication between RCP and the homeowner may be appropriate. This is done to ascertain if there are any extenuating circumstances or other issues which prevent a homeowner from paying outstanding fines, resolving the violations, or anything else that may be relevant.

RCP and the Board feel that it's better to talk with homeowners and see if there is anything that can be done before a situation

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gets out of control and huge amounts are due. If a homeowner feels that there are circumstances that should be considered, they should appeal to the Board.

Appeals must be in writing (email is fine) and are heard at the Executive Sessions of monthly Board meetings. Homeowners do not have to be present at an appeal, but they must submit their request in writing and it is advisable to include any circumstances or reasons why the appeal is justified.

The Board reviews every appeal and considers all extenuating circumstances. The Board then makes a decision whether to grant the appeal or not. In some cases, fines may be waived entirely or the Board may determine that only a portion of the fines are owed. The Board may also determine that fines stand.

The Board strives to make informed and reasonable decisions, so it's important that anyone receiving a violation notice or a fine exercise the right of appeal sooner than later. The Board is more than willing to listen to legitimate circumstances or compelling reasons and will work with anyone to come to a mutually-agreeable resolution. What makes it difficult is when there is no communication or when notices are ignored and fines unpaid.

Nobody wants to be fined for weeds in their yard or leaving their waste bins out or not mowing their lawn. If you paint your home, you certainly don't want to have to have to re-paint it because you either failed to get approval or painted it an unapproved color. The Board and RCP would rather avoid those circumstances as well.

We are not in the business of making

money from fining homeowners. However, we are in the business of protecting all of the assets of Towne Meadows, including homes. Sometimes, that means issuing fines.

Fortunately, the vast majority of Towne Meadows residents (homeowners and renters alike) keep their properties looking good and comply with our governing documents. Those who can't or won't may find themselves on the receiving end of a violation notice or fine.

It is relevant to mention that the Board does not usually waive assessment payment late fees. Assessments can be paid quarterly or a full-year lump sum payment can be made, which also entitles a homeowner to a 10% discount provided there are no outstanding balances on the account. Lump sum payment can be made in any quarter.

Since most homeowners pay assessments on time, and due to the fact that courtesy reminder statements are sent, the Board does not feel that "I forgot" or "I didn't get my statement" are legitimate excuses. Every homeowner should know when assessments are due and it is the homeowner's responsibility to pay them on time. (Jan. 1 / April 1 / July 1 / October 1.)

Towne Meadows remains a great place to live. We have a very nice community. We have great neighbors. We have a pro-active Board of Directors. We have dedicated and active committee members. We have a very effective management company. But, most importantly, we care. We have an effective team of people who work together to make Towne Meadows a great community and a place people are proud to call home.