



# Chimney Hills North Neighborhood Association

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## A note from The Wright Management Group

As of February 1, 2008 The Wright Management Group was appointed by your Board of Directors as the new managing agent for The Chimney Hills North Neighborhood Association. Jeff Wright is your lead Association manager and Rosie Kanetzky is the assistant manager.

### A note from Jeff and Rosie:

*“Our goal is to operate the Homeowners Association professionally and efficiently to maintain the appearance, values*

*and integrity of the community. We encourage close communication with the owners and the Board of Directors of the Association. Please don't hesitate to contact us regarding any issue that might arise regarding the common areas of the property or a potential deed restriction violation.*

*Our regular business hours are 8:30 a.m. – 5:00 p.m. Monday through Friday. We look forward to working with you in the future. Please feel free to contact our office if you have any questions, or if we may be*

*of further service.”*



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## Why do we have an Association?

The purpose of a Homeowners Association (HOA) is to set a standard to maintain property values and make our neighborhood a nice place to live.

- ◆ Having a HOA increases your property values when selling your home.
- ◆ The HOA provides continued efforts to keep homeowners’

property maintained.

- ◆ The HOA helps to establish neighborhood cooperation and assistance.



# CHNNA Board of Directors and Committees

### Board of Directors

- President - Dewy Brooks
- Vice President - Julie Wasserman
- Secretary - Daiza Fogle
- Treasurer - Dewy Brooks
- Block Captain Area 1 - Vacant
- Block Captain Area 2 - Jane Leifeste
- Block Captain Area 3 - Connie Jones

- Block Captain Area 4 - Daiza Fogle
- Block Captain Area 5 - Vacant

### Committees

- Landscape:
- Chair: Julie Wasserman
- Jane Leifeste
- Welcoming:
- Chair - Vacant

### Architectural Review:

- Chair - Dewy Brooks
- Crime Watch:
- Chair - Vacant
- Newsletter:
- Chair - Vacant
- Halloween:
- Chair - Vacant



Please let us know if you are interested in filling any of the vacant positions.

## Important phone numbers

### Important numbers

- ◆ Emergency 9-1-1
- ◆ Non-Emergency 3-1-1
- ◆ Travis Co. Sheriff 974-0845 opt. 3
- ◆ City of Austin Utilities 494-9400
- ◆ Utility Outage 472-1000
- ◆ 24 hr. Power Outage 322-9100
- ◆ Animal Control 854-6418
- ◆ Texas Disposal Service 421-1340
- ◆ Texas Gas Service 1-800-700-2443
- ◆ Gas Leaks 1-800-959-5325
- ◆ Water Emergency 972-1000
- ◆ Streetlight Repair 505-7617

### CHNNA contact numbers

- ◆ Dewy Brooks 933-0335
- ◆ Julie Wasserman 927-7089
- ◆ Daiza Fogle 656-2513
- ◆ Jane Leifeste 933-0200
- ◆ Connie Jones 947-2869

### The Wright Management Group

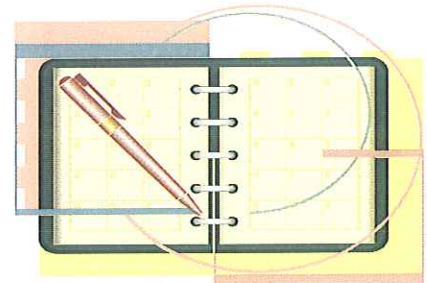
- ◆ Phone 512-329-2779
- ◆ Fax 877-399-5821



Don't hesitate to call.

## Upcoming Dates

- ◆ Sunday, July 13th - CHNNA Annual Meeting  
6:30 p.m. by the mailboxes. Please bring your own chair.
- ◆ Tuesday, October 7th - National Night Out
- ◆ Friday, October 31 - Fall Festival



Don't forget to mark down these upcoming dates.





## Volunteers are needed to help plan for the future!

Take part in your neighborhood, get involved!

The following Committees need volunteers:

- ◆ Welcoming Committee
- ◆ Architectural Review Committee
- ◆ Crime Watch Committee
- ◆ Landscape Committee

- ◆ Halloween Committee
- ◆ Newsletter Committee

Responsibilities of Committee Members:

- ◆ To meet as determined by the committee and create guidelines.
- ◆ A minimum of 3 people per committee would be optimal.



## Attention neighbors, Block Captains needed.

We are looking for a few good people to fill empty block captain spots. Most block captain duties are short term projects that aren't very time consuming. Also, being a block captain means you have a place on the Board and can stay on top of what's happening in your neighborhood.

You can shape this job to suit your schedule and your personal time constraints.

Possible activities associated with being a block captain:

- ◆ Let neighbors in your area know

who you are. This could be done with a one-time letter left on their doors with your name and contact information.

- ◆ Report new move-ins
- ◆ Report problems to the Board
- ◆ Send out letters, notices, flyers as needed
- ◆ Attend Board and neighborhood meetings
- ◆ Increase participation from neighbors just by being friendly and keeping them informed

**Make a difference in your neighborhood, volunteer to be a Block Captain!**

- ◆ Get their input and take their calls
- ◆ Host neighborhood get-togethers like Best Yard Contest, etc.

For more information about being a Block Captain, contact Jane Leifeste at 933-0200.

## CHNNA website

The CHNNA Homeowners Association has a website at [www.main.org/chnna](http://www.main.org/chnna) that contains articles such as past newsletters, a bulletin board for posting community information, and

HOA documents (deed restrictions, bylaws, etc).

The Wright Management Group also has a website. Go to [www.thewrightmgmtgroup.com](http://www.thewrightmgmtgroup.com) for more information.



**Check out the websites today.**



# The Wright Management Group

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## Roles and Responsibilities

### Role and Responsibility of the Manager and Board:

The role of a professional community association manager and the Board of Directors is to provide information, and leadership on community association living, to the community at large; foster a sense of community awareness within the residents; develop a body of leadership through the committee structure; and provide the necessary administrative tools to create lasting policies and make decisions in accordance with the communities' short-range plans, long-range plans, and mission statements.

Some of the ways in which this role is implemented for your Association include:

- ◆ Care, maintenance, and enhancement of the common areas and mailboxes
- ◆ Working with the Board on the management of community finances
- ◆ Establishment, enforcement, and interpretation of rules and

regulations

- ◆ Preservation and promotion of community harmony

Ultimately, we as the management company and Board of Directors, are here for the betterment of the neighborhood and the association.

### Role and Responsibility of the owners:

In order to get the most out of your HOA, you as the owner, should be aware and involved.

This can be achieved by:

- ◆ Read and comply with the governing documents of the community (these can be found on the CHNNA website)
- ◆ Maintain your property according to established standards
- ◆ Treat association leaders honestly and with respect
- ◆ Vote in community elections and on other issues
- ◆ Pay association assessments and charges on time

- ◆ Contact association leaders or managers to discuss financial obligations and alternative pay arrangements
- ◆ Request reconsideration of material decisions that personally affect you
- ◆ Provide current contact information to association leaders and managers to help ensure you receive information and correspondence in a timely manner
- ◆ Ensure that those who reside on your property (e.g., tenants, relatives, friends) adhere to all rules and regulations
- ◆ Establish communication with association leaders and managers.
- ◆ If you have any questions or concerns, please don't hesitate to contact us. If you would like to get involved in your Association, show up to the annual meeting on July 13th and volunteer!

