

# **The Villages of Quail Park - The Enclave**

## **Villa Homeowner Guidance Document**

### **January 2021**

This document provides a general overview and history of our community. It is intended primarily for homeowners in the Villa homes (The Enclave - entrance on 141st Terr). Villa owners should also review the Master Homes Association Declaration and the Villages of Quail Park Declaration of Restrictions. These documents should have been provided to you by your realtor or lender. They are available from our property manager and are posted to the Quail Park Master HOA website.

#### **Community History**

*The Villages of Quail Park Master Homes, Association, Incorporated* was completely transferred to its homeowners (all Quail Park resident owners) in 2016. It has an eight-member board of directors with elected representatives from the Single-family homes (2), the Villas (2), and the Townhomes (4). The Single-family homes and Villa communities fall under the governance of the Master Association.

#### **Current Dues Structure (2021)**

Both Master and Villa budgets and dues are reviewed annually. Your Master dues help cover maintenance expenses for all common areas within The Villages of Quail Park. Your Villa dues cover maintenance-provided services for the Villas only. Villa owners pay the combined individual community and Master dues monthly (payable on the 1<sup>st</sup> of the month; late charges assessed if payment is not received by the 10<sup>th</sup>).

Current dues as of January 1, 2021: Master \$42, Villas \$283 = \$325 per month. Villa owners may choose to pay their entire individual community and Master dues annually on January 1st.

#### **Property Management**

In late 2016, the two Quail Park homeowners' association boards contracted with FirstService Residential (FSR) to manage the two associations. Tyler West is our currently assigned community property manager. For issues and concerns regarding the community, please call FSR at 816-414-5300 and follow the prompts to contact the Customer Care Center. They will officially log your issue and direct your concern to the appropriate parties. Allow two business days for a response. If you receive no response, contact your board representative. For emergencies call 816-304-7320.

Tyler West FirstService Residential 11125 Ambassador Drive, Suite 200 Kansas City, Missouri 64153 Phone: 816 414 5300
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Each year, in November, we hold the Annual Quail Park Homeowners Master Meeting. The purpose of the meeting is to elect directors and review the budgets and state of the Master Association. All owners in the Townhomes, Single-family, and Villas are invited to attend the Master meeting and elect their representatives. You will receive information via the US Mail and or email regarding the annual meeting details.

The Quail Park Master Homeowners Association Board meets monthly, usually in a board members home. Meetings may also be held via conference call or Zoom. If you have an issue you wish the board to address, please submit it to the Property Manager (Tyler West) five business days in advance of the scheduled meeting.

Meeting dates and locations are posted to the calendar on the website. Residents are welcome to attend meetings to observe proceedings; please notify the property manager if you plan to attend a meeting. Agendas and minutes of monthly board and annual meetings are posted to the eNeighbors website. Boards of directors and contact information are also listed on the website.

### Quail Park Website

The Quail Park eNeighbors website is the primary vehicle used to communicate efficiently with homeowners. The web address is <http://www.eNeighbors.com>.

### Exterior Painting and Changes:

Any work done on the exterior of a Villa home requires the owner to submit an Architectural Review request form to the person designated on the form. **Approval must be received before any work can begin.** All proposed improvements or alterations should fit into the established architectural style, landscape, topography, and existing character of the Quail Park community. For a comprehensive view of restrictions, please review the Quail Park Master Restrictions document located in the Quail Park website.

Requests include but are not limited to the following:

All exterior painting, staining and or surface changes	Exterior doors	Play structures (basketball goals, swing sets, playhouses etc.)
Any exterior additions or alteration	Windows	Hot Tubs
Roof	Landscape changes	Dog Houses
Garage Doors	Lot grading	Satellite dishes
Gutters, downspouts	Tree and or bush removal/planting	Fence/retaining/decorative wall installation/replacement/removal
Patio and deck extension/covers/enclosures	Vegetable gardens	Concrete work (porches, sidewalks, driveways, patios)

The Master Architectural Review Committee is comprised of owners from the Villas and Single-family homes, including one Master board member. The ARC request form is found in the Quail Park eNeighbors web page or available from our Property Manager.

### Irrigation System:

The Quail Park in-ground irrigation system serves the following: 1) the common areas throughout the entire development, 2) the Townhome lawns, and 3) the Villa lawns. It was designed and installed by Epic Landscape under Tom French direction, over a 10-year period as construction was completed. There are numerous irrigation zones within the system which sometimes overlap each other. The City of Olathe provides water service to Quail Park. Annual back-flow certification is a city requirement.

The irrigation system is intended to water the turf, not the individual Villa beds. Efforts to control water usage/costs have included the installation of devices such as hermit crabs and battery-operated zone controls. In May 2016, TrueNorth Outdoor was contracted to upgrade and manage the irrigation system to help us better manage water costs. The system utilizes Rain Bird IQ irrigation controls (1 for master, 2 for Villas, 2 for Townhomes). Station modules, rain/freeze sensors and a main line flow sensor are included in the system.

Residents are encouraged to notify the property manager of any irrigation issues they identify. Responsibility for the Rain Bird IQ irrigation controls and monitoring was transferred to Embassy Landscape in 2019.

### **Streets in Quail Park:**

The City of Olathe is responsible for maintenance of the city streets in and around the Villages of Quail Park. The Villa community, under the Master Association, is responsible for maintenance and repair of 141st Terrace (private street, 2 cul-de-sacs including curbs and sidewalks). Villa homeowners are responsible for the repair and maintenance of their own driveways and walkways.

Unlicensed or inoperable motor vehicles are prohibited except in an enclosed garage. Overnight parking of motor vehicles, trailers or similar apparatus of any type or character in public streets, Common areas, or vacant lots are strictly prohibited. Motor vehicles shall be parked overnight in enclosed garages or on paved driveways only. All boats, trailers, campers, mobile homes, commercial trucks, buses, or similar apparatus may not be left or stored on any street, lot, or driveway overnight.

### **Snow Removal:**

The City of Olathe handles snow removal of the city streets in and around the Village of Quail Park. Villa snow removal is provided when snowfall is at 2". Official snowfalls are as recorded at the Johnson County Airport (aka KCAC at 151st & Pflumm). Villa snow removal includes the two cul-de-sacs on 141st Terrace, all Villa driveways, sidewalks, and stoops to the front doors, and the entire concrete pad around mailboxes. The Master is responsible for removal of snow on the sidewalks along 141st Street. The Master HOA may use environment safe snow-melt on Villa streets only.

### **Pipeline Field:**

An underground pipeline runs between the Townhomes and the Single-family and Villa communities, on either side of 141st Street. The Master Association owns the land and is required to mow this space; usually 10 mows per year. Magellan Pipeline Co. L.P. is the Easement Tract Holder.

### **Mulch:**

Quail Park covenants require the use of only black mulch for all trees, common area beds, as well as for all Single-family, Villas and Townhome beds. Only high quality, bug resistant mulch may be used. The Villas receive mulching services under the Villas budget.

### **Turf Care:**

Villa turf is managed by the Master Association under the Villa budget. The Master Association maintains the islands and all designated common areas throughout the development. The Common Areas and Villas require full turf management (mowing, seeding, aeration, fertilization, and weed/pest control). The landscape company sets a specific mow day (Monday - Saturday) every year. This information is communicated via the website, emails, and other methods. Advance notification of chemical applications is posted to the website for owner reference.

### **Shrub & Tree Care:**

Our landscape vendors maintain shrubs and trees in all common areas throughout the development. Service includes trimming, pruning, shaping, fertilizer, and pest control.

Villa homeowners are responsible for the planting, removal, care and maintenance of shrubs and trees on their lots. Our landscape vendor currently provides two shrub trimmings per year for the Villa residences, usually as part of their Spring and Fall clean up. Additional trimmings and maintenance are the responsibility of the

homeowner. Vendors also provide pest control as needed. Owners in the Villa community are required to submit an Architectural Review request for permission to add/remove/replace shrubs and trees on their lots.

### **Plants & Flower Beds:**

The Master Association is responsible for plants and flowers in the designated entry and monument common garden spaces. Villa owners are responsible for the planting, care and maintenance of flowers, plants and bushes on their individual lots. Our landscape vendor is expected to weed all flower beds in the common areas and individual Villa lots unless the owner requests them not to. Design changes to individual Villa flower beds requires submission of an Architectural Review request.

### **Trees:**

Each Villa owner shall properly water, maintain and replace all trees and landscaping on the owner's lot, including any trees planted by or for the developer, but excluding those in a common area maintained by the Master association. Removal/planting/replacement of trees requires written approval from FSR and the Architectural Review Committee (ARC).

Certified arborists assist in the Quail Park development tree preservation efforts and advise the board on pest control, pruning, root girdling, and replacement needs. Homeowners are welcome to submit tree issues to the property manager for review by the arborists.

### **Trash Removal:**

The City of Olathe handles trash removal in Quail Park. Friday is regular trash day and recycling is picked up every other week. No trash, refuse, garbage can or receptacle can be placed on any lot outside a residence except after sundown on the day before or upon the day of scheduled trash collection. Receptacles should be returned to your garage upon completion of pick up by the trash haulers. Contact the city to set up your account. Check their website for information on holiday schedules, recyclable items, large item pickups and toxic waste disposal.

<https://www.olatheks.org/services/trash>

You may download the City of Olathe's trash application to your phone through your play store by typing in Olathe Trash Day. The application provides you information on your trash pickup days including any changes due to holidays, recycle pick up days, household hazardous waste products and the disposal of those products as well as notification of any changes.

### **Rummage Sales:**

No garage/estate/moving sales, sample sales or similar activities may be held within Quail Park without the prior approval and written consent of the Quail Park Master Homeowners Association. You may submit special requests to the property manager.

### **Holiday Lights:**

The Master Association is responsible for the holiday lighting and decorations on the entrances to Quail Park along Pflumm Road. Homeowner exterior holiday lighting is allowed on Villa homes between November 15 and January 31.

If you have questions or need further clarification  
please check our website, contact our property manager, or a member of the Master board of directors.