

# Montrachet Homes Association, Inc.

## Homeowner FAQs

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**NOTE:** This FAQ document is not intended to take the place of nor interpret the Montrachet governing documents. Each resident should be familiar with these documents, located on the Montrachet website, <https://montrachetks.com> (*Resources tab, Documents, Declaration, Amendments, Guidelines*).

**Property Manager Contact:** If you have any questions about the following, please contact the Montrachet property manager, Fiona Curtin, [fiona@ymginc.com](mailto:fiona@ymginc.com) or 913-890-2305.

**Website:** Please take a moment to register on the Montrachet website, <https://montrachetks.com>.

- You will have access to all Association Information: Board of Directors, Homeowner Directory, Association Documents (governing documents and general Association information), financials, monthly assessment payment, and much more.
- You may submit requests for maintenance, and request approval for landscaping/exterior design changes
- You will receive email alerts for important events, announcements, and monthly newsletters.

**Communication to Residents:** The Association communicates in two ways: The Newsletter (monthly) and Announcements (as needed). Both are emailed to residents *provided the resident's email is correct on the website*. Look for emails with this wording:

**From:** Montrachet via HOAMsoft

**Subject:** New message posted at Montrachet

**Monthly Assessments:** Monthly assessments are due on the first day of each month. Payment options are located on the website (*Resources tab/Documents/Assessment Fees & Collection Policy*) or through the Payment Portal (*Home Page*). To set up auto pay log into your account at <https://portal.ymginc.com/login> and then click on the "Payments" tab. Then click on the "Enroll" button next to "Auto-Draft:" and fill out the information. You must have a \$0 account balance before you can enroll in auto-draft.

**Report a Maintenance Issue:** Complete the form on the website: *Requests* tab then click the *Tasks* tab, or contact the Montrachet Property Manager, Fiona Curtin, [fiona@ymginc.com](mailto:fiona@ymginc.com) or 913-890-2305.

**Exterior Changes:** Any exterior changes or improvements (landscape, windows, doors, etc.) must be approved by the Association. *Design Review* forms are on the website. (*Requests tab*: then click the *Improvements* tab.)

**Disposal:** KC Disposal picks up trash, recycling, and yard waste each Thursday. Carts and yard waste must be out before 7 a.m. the morning of service and placed at the end of your driveway at least four (4) feet apart.

**Swimming Pool:** The Montrachet swimming pool is available to Montrachet residents. Pool Rules and Regulations are posted on the website. (*Resources tab/Documents/Pool*). Pool hours are 6a.m. to midnight. You should have received a pool key from the previous owner. If you did not, contact Kathi Shaw, 402-990-3934.

**Lawn, Landscape & Gutters:** The lawn and landscape contractor mows and fertilizes grass, trims shrubs, and provides leaf cleanup in late fall. Gutters are cleaned in spring and fall after leaves have fallen. Residents are responsible for the landscaping within a 3-ft. depth from the foundation/patio/courtyard. Changes to landscaping and any new plantings must be board approved.

**Roofs & Painting:** Wood trim, garage doors, and downspouts are painted every 6 years by the Association. Montrachet also makes roof repairs, but replacement is the responsibility of the individual owner. If you need to replace your roof, all roofs of your building need to be replaced at the same time. See Roofing Guidelines. (*Resources tab/Documents/Declaration, Amendments, Guidelines/Roofing Guidelines*)

**Snow Removal:** Snow is removed when accumulation is at least 2". **The Association does not treat for ice.** (*Resources tab/Documents/Services & Schedules/Snow Removal Policy*)

**Club House:** The Club House is available for residents to rent. (*Resources tab/Documents/Club House*)