Village Park Development Homeowners Association, Inc.
2019 Annual Meeting
5:30pm, Tuesday, December 3, 2019
Fairview Library, 1 Taylor Road, Fairview, NC

1. Welcome and introductions

Raymond called the meeting to order and welcomed the HOA members. Raymond introduced the new residents of Village Park.

New residents:
Lynn and Dean Kahl
Gretchen and Tom Meyer
Andrea and Rick Clark
Willy and Suzanne Morgan

Raymond also introduced Kim Reilly, our accountant, who was kind enough to join us to provide help with budget questions.

There were 28 properties represented by attendees and 11 proxy forms received from those unable to attend. This was sufficient to form a quorum.

2. Approve minutes from our 2018 Annual HOA Meeting

Raymond asked HOA members if there were any question or changes to the minutes from the 2018 annual meeting. As there were none, Raymond called for a vote to approve the previous year minutes. The minutes were unanimously approved by the HOA.

3. Committee Reports: Landscape, Gate and Meadows Sub-Committee

Landscape Committee annual report:
Barbara Hayes and Jane Blanc, committee co-chairs, presented the report sections on the main grounds and Meadows respectively. Thank you to Barbara and Jane for providing an electronic copy of their report which is included below.

2019 LANDSCAPE COMMITTEE YEAR END REPORT

LANDSCAPE MAINTENANCE

TPS Landscaping provided landscape maintenance services in 2019 for Village Park and The Meadows. The quality of their work and responsiveness to issues regarding regular maintenance has been a pleasant improvement over recent years. There has also been a significant improvement in the pruning of our trees and shrubs. Village Park and Meadows residents have expressed satisfaction with their work.

LANDSCAPE COMMITTEE ACTIVITIES

Village Park Entrance

Entrance plantings by Committee members:

Spring—Begonias

Fall—Pansies and Ornamental Kale

Leyland Cypress Pruning:

Carolina Hemlock Arborists pruned the five encroaching leyland cypress just inside the gate before year-end 2018. Due to the hand-off from IPM, this expense did not hit our books until 2019.

3 Carolina Hemlock trees were treated for wooly adelgid infestation by Carolina Hemlock Specialists.

Barbara Hayes is stepping down as co-chair of the Landscape Committee. Landscape Committee members would like to thank Barbara for her many years of service to the Village Park community. Barbara plans to remain on the committee.

The Meadows

16 Carolina Hemlock trees were treated by Carolina Hemlock Specialists for wooly adelgid infestation.

6 Leyland Cypress trees were removed by Royce's Tree Service to alleviate the visible stress on the remaining trees resulting from being planted too close together (reducing light and air circulation). They also removed wire and rebar stakes that weren't removed after planting and were strangling and wounding the trees, resulting in canker.

4 work requests were completed to remove/replace shrubs that were either dead, overgrown, or broken in half by a bear.

5 miscellaneous work requests were completed for pruning, consultation, etc.

6 requests were handled for homeowners seeking approval to do landscape work around their units at their own time and expense.

With Barbara's retirement, Jane has generously volunteered to assume the role of chairperson. Jane asked the HOA members to consider helping with the plantings which are normally completed in one day twice a year. Please contact Jane if you would like to help.

Meadows Sub-Committee (MSC) annual report:
Marty Mann presented the MSC report. Thank you to Marty for providing an electronic copy of their report which is included below.

MSC Report—HOA Annual Meeting

(December 3, 2019)

BUILDING & GENERAL MAINTENANCE

1. One Twinplex was painted (28/30). Burlett continues to do a good job of painting although they did not do a good job of removing tape this time and had to be called back. **In 2020 one building will be painted (32/34) per approved painting schedule.**

2. Three decks were stained this year; 36, 38, and 1. Larry Gregory, our new contractor for deck work, is doing a great job. **Decks scheduled to be stained in 2020 are 2, 9, 11, 28, 34, and 54.**

3. Bob LeBoeuf repaired cracks and gouges in driveways and sidewalks for 12 townhomes. This was an extremely time consuming task due to the number of repairs and the number of steps required to make a repair look good. This work is not just cosmetic ... fixing cracks early prevents bigger, more costly repairs in the future. Bob did a great job and everyone in the Meadows appreciates his efforts!

4. Screens were replaced on the porch of #4.

5. Greg Blanc repaired five mailboxes.

6. Greg Blanc helped two people with hardscaping/drainage issues and fixed two minor issues with lighting in the Park.

Please note: Volunteer labor significantly reduced the amount of funds necessary to make repairs in 2019.

ADMINISTRATIVE ACTION

1. Agreed to a procedural process when the HOA's Architectural Committee approves a change to a common expense element. The approved MSC Position On Owner-Modified Expense Element Structures was agreed upon by the HOA Board is: a.) Twinplex owner assumes maintenance responsibilities for the "common expense elements" of modified structures (Examples Include: deck flooring, railings, pickets, etc.), b.) Any damage to surrounding common expense elements incurred as a result of the owner initiated modifications and any repairs required to restore these structures to their previous condition will also be the responsibility of the Twinplex owner, c.) Any contemplated modifications of the structures by current or future Twinplex owners would require MSC/ARC approval and be at owners expense, and d.) Any maintenance costs 'savings' as a result of the requested modifications will not be refunded or redirected for maintenance of non-common cost element structures of the Twinplex owner.

2. Since the appointment of MSC members are the responsibility of the HOA Board the MSC reported the following as the desired plan for 2020: All current members have requested that they be allowed to continue to serve for the coming year. With that request Marty Mann also wishes to resign as of July 1, 2020. The MSC believes, at that point, they could continue for the rest of 2020 with only three members. This decision is with the understanding that if another member is needed, at any time, the request would be made to the Board. (Please note: In 2018 the HOA Board approved that the MSC could have **up to five members)**.

3. The MSC requested that the HOA Board establish a separate Paint Reserve fund that will be placed in an interest bearing account. These funds will be used to provide adequate resources for both painting of structures in the Meadows and for restaining main floor outside decks. Any funds leftover from each year's line item for Painting/Restaining would automatically go into this reserve account. The HOA Board approved this MSC request at their November 7, 2019 meeting. Along with this paint reserve account the MSC also has a cash reserve account with end of the year budgeted unspent money.

Gate Committee annual report:
Charles Abbitt, chair of the Gate committee was unable to attend. Raymond presented the report.

The HOA has contracted service with a new vendor who has been very responsive when problems with the gate occur. In the last year, hinges, loop detector, and keypad had to be replaced. A magnetic lock was added to reduce wear and safety features added to protect pedestrians. The antenna for the remote was moved to enable opening of the gate from a greater distance.

4. Review HOA 2019 Financial Statements (YTD) and proposed 2020 Budgets

Raymond presented the proposed budgets and explained the purpose of each item in detail. He also highlighted the items that changed significantly from last year and the reasons for these changes.

The budgets are included below.
Main budget:

Income:	**2019 Budget**	**2020 Proposed**
Village Park HOA Dues - Main	**$32,601**	**$35,154**
Expenses:		
Administrative Expenses		
Bookkeeping	$1,950	$2,100
Insurance	$3,000	$3,000
Legal Fees	$250	$250
Miscellaneous	$50	$81
Review, Audit, Tax	$300	$350
Social Activities	$250	$300
Total Administrative Expenses	**$5,800**	**$6,081**
Gate Expenses		
Gate Contract	$1,200	$1,200
Gate Maintenance & Repairs	$750	$900
Total Gate Expenses	**$1,950**	**$2,100**
Road Reserves	**$6,000**	**$8,000**
Village Park Landscaping Maintenance		
Electricity Duke Energy	$500	$600
Exterior Lighting Repairs	$500	$1,500

Inspect Backflow Meters	$300	$325
Irrigation Repairs	$600	$600
Irrigation Water	$1,500	$750
Landscape Contract	$8,540	$8,221
Landscape Other	$1,500	$1,500
Mulching	$3,911	$3,977
Snow Removal	$1,500	$1,500
Total Village Park Landscaping Maintenance	**$18,851**	**$18,973**
Total Expenses	**$32,601**	**$35,154**

Annual Dues for 2020: $567 per owner (62)

Meadows budget:

Income:	**2019 Budget**	**2020 Proposed**
Village Park HOA Dues - Meadows	$60,758	$65,849
Expenses:		
Meadows Landscaping Expenses		
Meadows Insurance: Arbor-Sign-Irrigation	$300	$300
Meadows Landscape Contract	$26,195	$27,187
Meadows Landscape Other	$2,000	$2,100
Meadows Mulch	$4,540	$5,419
Total Meadows Landscaping Expenses	**$33,035**	**$35,006**
Meadows Utility Expenses		
Meadows Backflow Meter Inspections	$500	$658
Meadows Electricity	$800	$900
Meadows Water	$700	$900
Total Meadows Utility Expenses	**$2,000**	**$2,458**
Meadows Building Maintenance		
Meadows Building Gutters	$750	$1,100
Meadows General Maintenance	$4,200	$6,200
Meadows Building/Painting/Deck Staining Reserves	$18,335	$18,335
Meadows Termite Control & Inspection	$2,438	$2,750
Total Meadows Building Maintenance	**$25,723**	**$28,385**
Total Expenses	**$60,758**	**$65,849**

Annual Dues for 2020: $2863 per townhome (23)

5. Vote on Proposed 2020 Budgets for our Main Account and Meadows Account

Upon completion of the review by the HOA, the budgets were put to a vote. The budgets for both Main and Meadows expenses were unanimously approved.

6. Discuss recommendations from the board for 2020 Slate of Board Members

The Board Development Committee, chaired by Marty Mann, recommended two residents to replace the exiting members of the HOA board of directors. The current board approved these recommendations and created a proposed slate for the 2020 board as shown below.

PROPOSED SLATE OF BOARD MEMBERS

DECEMBER 3, 2019

This year our Board Development Committee recommended two (2) residents to serve in the two (2) open positions for 2020. Per our Village Park declaration, the board members will elect the various officer positions at their first board meeting. Other Village Park residents may be nominated at our annual meeting on December 3rd.

Proposed Board Members for Village Park HOA for 2020:

Tom Duckett, Village Park resident (Meadows)

Bob LeBoeuf, Village Park resident (Meadows)

Arthur Harvey, Village Park resident

Frank DiPalma, Village Park resident

Raymond McClinton, Developer

7. Vote on Board Members for 2020 (Others may be nominated)

Raymond asked the HOA membership whether there were any additional nominations from the floor for the HOA board of directors. No additional nominations were submitted.

Raymond called for a vote on the proposed HOA board members for 2020. The HOA membership unanimously voted in favor of the proposed slate of candidates.

8. Report on this year's Village Park social event

Frank DiPalma, chairman of the committee, presented the report. This past year there were 74 attendees at the event, which is growing every year. Frank expressed thanks to the many who provided food and helped with preparations. Also, thank you to the Developer for his generous contribution.

9. Update on adjoining "Reserve on Gashes Creek" Apartment complex

Frank DiPalma reported on the status. Back in early September a small group from the board met with the project's owner to gather information about the apartment complex and express our concerns.

The issue of damage to the finish on decks is still open. Bob LeBoeuf noted that there is photographic evidence of damage to deck surfaces.

The owner stated that HUD loan guarantees on the project do not restrict how the units can be priced. No low-income units are planned. All units will be market rate.

The developer is open to building a fence around property and asked for input on what we would like.

There is considerable shaking being experienced by neighboring townhomes due to compactors. Residents have expressed concern for potential damage to foundations and would like to have these foundations inspected. The units mainly affected 34 36 38 40 42 and 44.

It appears that some of the proposed retaining walls may not be possible given current shape of excavation. Perhaps for safety, some retaining walls were changed to slopes. Also, a portion of a road has been dropped from the plans.

There is some question whether the area cleared exceeds the boundaries shown on the original plan. The landscaping plan is on record with Buncombe County. The HOA may want to check on conformance with this plan. Also, buildings must conform to elevations shown on plans. County civil engineers periodically check that all work is in conformance with approved plans.

Frank has asked residents to submit their concerns to him. A letter will be sent to the project owner and a meeting between the owner and a small group of residents will be arranged to discuss these concerns. Ron Butler

suggested we also contact the land planner, Bob Grasso, as Ron thinks he will be helpful in working through problems.

It is estimated that the apartments could be finished by this time next year at the earliest.

An updated copy of the plans will be obtained and made available for viewing by the HOA members at the next the board meeting.

10. Developer's Report

Three townhomes are under construction. Once these are done, all the townhomes will be complete.

There are three single-family lots remaining to be sold. The two lots that were previously sold but undeveloped have submitted proposed building and landscaping plans that are under review by the Architectural Review Board.

Currently, there are no plans for the commercial area.

Greg Blanc asked if there would be covenants requiring a green area as buffer for commercial lots when sold. Raymond replied that would be a requirement along with other rules on how the property may be developed.

11. Other topics of interest to the members of our HOA

Landscape maintenance of the property at the corner of Village Pointe Lane and Meadow Village Lane remains an ongoing problem. Worst case, the HOA might be forced to hire a landscaper and place a lien on the property to pay costs if a better solution is not found.

Raymond presented awards of Christmas cactus to Barbara Hayes, Marty Mann and Ron Butler for their many years of service to our community.

12. Adjourn