VILLAGE PARK

2023 Annual HOA Meeting
Fairview Library
December 6, 2023

Meeting Agenda

Welcome and introductions

Vote to approve minutes from our 2022 Annual HOA Meeting

HOA President's report

Committee reports: Landscape, Asset, Picnic, and Meadows

Review HOA 2023 Financial Statements (YTD) and proposed 2024 Budgets

Vote on proposed 2024 Budget for Main Account

Discuss Board recommendations for 2024 Slate of Board Members

Vote on Board Members for 2024 (others may be nominated)

Other topics of interest to HOA members

Adjourn

Village Park – Original Concept, Milestones, and Future

Frank DiPalma

Original Concept



Significant Milestones

2005	Village Park Declaration officially recorded
	Developer controlled HOA Board
2008	Meadows Committee formed
2010	Gate installed with funds from a special assessment
	Guidelines developed for single-family maintenance, yard décor, and Meadows' landscaping
2018	Construction of the *Reserve at Gashes Creek*
2020	Preparation for transfer of control rights
2021	Gate security cameras and kiosk installation completed
2022	Control rights transferred
	Reserve study completed
	Guidelines developed for townhome maintenance and solar panels
	Declaration now refers to all Guidelines
	Website developed
	Landscape maintenance easement obtained for entrance right-of-way
2023	Meadows' townhome owners vote own budget

Future

- Continue
  - Well-maintained Meadows' townhomes and landscaping
  - ARC oversight of new construction, existing home modifications and single-family home landscaping and maintenance
  - HOA budget consistent with inflation
- Enhance
  - Website with links to public service sites
  - Gate security improvements
  - Entrance right-of-way improvements
- Community Concerns & Suggestions?

2023 Landscape Committee

Jill Tourtellot (Chair), Marlene Whitaker

2023 Landscape Maintenance Highlights

- Thanks to our volunteers who ‘beautified’ our community common areas.
- We significantly reduced the quantity of mulch installed in the beds due to a generous layer already in place.
- For the first time, we divided the landscape maintenance services between two vendors, TPS and TruGreen.
- Budgeted Landscape “Special Projects” were completed:
  - Treating Hemlocks in common areas to mitigate any wooly adelgid infestations
  - Planting of summer annuals
  - Pruning of 1 Hawthorne tree at the Charlotte Highway exit and the entire Leyland Cypress row inside the gate.

2024 Landscape Maintenance Services

Renew the services of TruGreen Commercial Division for lawn applications:

- 7 Rounds of fertilizer that include seasonally appropriate pre and post emergent weed control and crabgrass control
- 2 rounds of fungicide to reduce disease impact during summer
- 1 lime application

Continue using the service of TPS Landscaping:

- Lawn Mowing, trimming and blowing off at entrance, including undeveloped lots
- Weed control in the beds using a granular pre-emergent herbicide (new in 2024) and a combination of hand pulling and post emergent herbicide
- Leaf Removal
- Shrub and small tree pruning 3 times a year
- Fertilize shrubs and small trees in the spring
- Spread mulch in the quantity directed by the budget (10 yards in 2023 and 2024)

2024 “Landscape Other” Budget Proposal Items

- Summer Annuals $175.00
- Girdled Tree Root Surface Pruning on Select Maples $250.00
- Unplanned Expenses $475.00

Continued Village Park Leyland Cypress Monitoring at Gate

- In early 2023, the row of 19 Leyland Cypress trees inside the gate were pruned at a cost of $1,000 as budgeted.
- The Landscape Committee continues to keep the Board updated as we monitor the health of this row of evergreens.
- They are still viable as a screening hedge in this space.
- We are not anticipating any additional expense in 2024 in this area.
- Future costs associated with removal and replacement will be earmarked in the Asset Reserves Budget.

2023 Asset Committee

Charles Abbitt (Chair), Greg Blanc, Mark Wilkins, and Arthur Harvey

Key Improvements for 2023

- Removed entrance lighting that had become a hazard due to decaying wood post that held the lamps.
- Replaced with low voltage up lights on the three columns and trees in the center island, flood lights on the VP sign and path lights at both ends of the center island.

Collision at the gate on November 3, 2023

- A contractor's vehicle crashed into the left gate and column when exiting Village Park. No injuries were reported, however the column, the foundation, gate hydraulic cylinder and other gate parts were severely damaged.
- We have obtained quotes for the repairs and have submitted are our $17,500 claim with the vehicle owner's insurance company.
- We expect the rock column and foundation to be removed and replaced to correct the damage so the gate can be reset at the correct vertical angles for safe and smooth operation.
- Hopefully, work will commence in several weeks.

Activities Planned for 2024

- Review upgrades/replacing the current keypad and operating system to enhance security and resident ease of use:
  - Keypad audio/video capabilities; residents can be contacted on their cell phones and view/speak with persons at the gate and open the gate with their phone
  - Better memory of keypad usage
  - Do away with remote openers and use RFID technology for resident vehicles

2023 Picnic Committee

Jennifer Heustis (Chair), Donna Abbitt, Liz & John Harris, Angie Jackson, Ruth LeBoeuf, Cindy Pitt, and Merry Rose

2023 Meadows Committee

Bob LeBoeuf (Chair), Jill Tourtellot, and Jack Sale

Meadows Community Affairs

- New owners of three townhomes (five in the past 18 months)
- Developed and successfully completed the process for Meadows residents approving the Meadows Annual Operating Budget

Building/Common Area Maintenance

- Completed a major pergola restoration project and driveway section replacement
- All scheduled contract maintenance for 2023 has been successfully completed including:
  - Irrigation hydrants maintenance (by K-2)
  - Termite inspection and crawlspace moisture readings (by Terminix)
  - Gutter cleaning (Asheville Gutter).
  - Meadows Lighting Maintenance program (K2 +volunteer labor).
  - Scheduled Decks and deck railing staining (B&B Painting + volunteer labor)
- Ongoing annual maintenance completed:
  - Drainage issues addressed; Replacement of downspout/ground drain connectors and/or ground drain repairs
  - Interim Touch-Ups/Painting (e.g. shutters, front doors, attic vent trim, etc.)
  - Sidewalk/driveway repairs
  - Rotted mailbox veneer replaced
- A detailed 2023 Completed Landscape-Maintenance Project list will be included in the meeting minutes.

Looking forward to 2024:

- All scheduled contract maintenance (i.e., irrigation, lighting, termite control, gutter/drainage) will continue as planned
- We start a new cycle of townhome exterior painting, with one townhome for 2024
- Potentially up to nine main decks and several railing systems to be refinished
- Ongoing maintenance items as they arise

Last but not least, a big thanks to:

- Fellow Meadows Committee members, Jill Tourtellot and Jack Sale for all they do for the Committee and our community
- Volunteers who help get work done in the Meadows

2023 Treasurer’s Report

Bob LeBoeuf

Main Budget	
	End 2023 Fiscal Year Status
Main Operating Budget	$41,792.00; Projecting to come in under budget (assuming no/low snow removal expenses)
Main Operating Reserve*	$8,057.00; 2024 starting balance will depend on outcome of 2023 Operating budget; likely to increase based on current Operating Budget projections and Property Transfer fees received ($1000.00). In net, the Operating Reserve balance is in good shape.
Main Asset Reserve*	Currently $70,000.00; Projecting $76,000.00-$77,000.00 after addition of 2023 Operating Budget Asset Reserve allocation (est. $4028) and interest from the CD (est. $2500). Keeps us on trajectory to meet projected future asset maintenance needs.

* Final 2023 reserve balances to be reported after first of year once 2023 budget balances have been finalized.

Meadows Budget	
	End 2023 Fiscal Year Status
Meadows Operating Budget	**$86,536.00**; Projecting to be on budget (+/- 0.5 %).
Meadows Operating Reserve*	**$10,346.00**; 2024 starting balance likely to be similar once 2023 Annual Operating budget finalized. Balance should be greater than 10% of 2024 Operating Budget. Net, balance sufficient.
Meadows Paint/Deck Stain Reserve*	**Currently $47,043.00**; Projected to be **$63,000.00-$64,000.00** after funds added from 2023 budget allocation. On target with predicted future painting/deck staining expenses.
Meadows Asset Reserve* (New Reserve)	**Currently $0;** Projected to be **$2,000.00** after 2023 budget allocation

* Final 2023 reserve balances to be reported after first of year once 2023 budget balances have been finalized.

Considerations for Construction of the 2024 Budget

- 2024 quotes from vendors (e.g. landscaping)
- Prior year expenses and planned or anticipated 2024 projects
- Asset reserve ‘cash flow’ projections
- 4% inflation-based increase (e.g. utilities)

Village Park Main Budget	2023 Budget	Proposed 2024 Budget
VILLAGE PARK EXPENSES		
Administrative Expenses		
Bank Fees	$0.00	$0.00
Bookkeeping	$2,400.00	$2,500.00
Insurance	$2,700.00	$2,200.00
Legal Fees	$300.00	$300.00
Miscellaneous	$650.00	$650.00
Review/Audit/Tax	$350.00	$364.00
Social Activities	$300.00	$300.00
TotalAdministrative Expenses	**$6,700.00**	**$6,314.00**
Gate Expenses		
Gate Contract	$1,300.00	$1,200.00
Gate Maintenance & Repairs	$1,800.00	$1,500.00
Total Gate Expenses	**$3,100.00**	**$2,700.00**
Income Taxes	**$69.00**	**$280.00**
Asset Reserves	**$14,000.00**	**$14,560.00**
Village Park Landscaping Maintenance		
Electricity Duke Energy	$662.00	$689.00
Exterior Lighting Repairs	$200.00	$500.00
Irrigation Repairs	$600.00	$624.00
Irrigation Scheduled Maintenance	$1,000.00	$959.00
Irrigation Water	$787.00	$818.00
Landscape Contract (TPS+TruGreen)	$9,898.00	$11,510.00
Landscape Special Projects	$1,800.00	$900.00
Mulching	$976.00	$1,105.00
Snow Removal	$2,000.00	$2,000.00
Total Landscape Expenses	**$17,923.00**	**$19,105.00**
TOTAL VP EXPENSES	**$41,792.00**	**$42,959.00**

2024 Proposed Budget and Dues Summary

Budget	2023 Budget	2023 Annual Dues	2024 Budget	2024 Annual Dues
Village Park Main	$41,792.00	$664.00	$42,959.00	**$682.00[1]**
Meadows (2024 budget approved)	$86,536.00	$3,763.00	$87,906.00	**$3,822.00[2]**
Village Park Main + Meadows*		$4,427.00		**$4,504.00[3]**
***Total amount due by Meadows residents**				

[1] Represents a 2.8% increase compared to 2023

[2] Represents a 1.6% increase compared to 2023

[3] Represents a 1.8% increase compared to 2023

An email capturing the amount of 2024 dues and where to send your payment will be sent out once Main Operating Budget Approved

Board recommendations for 2024 Slate of Board Members

- Tom Duckett, Village Park resident (Meadows)
- Bob LeBoeuf, Village Park resident (Meadows)
- Elsie Reid, Village Park resident (Meadows)
- Arthur Harvey, Village Park resident (single-family)
- Frank DiPalma, Village Park resident (single-family)

Member Discussion

Other topics of interest to HOA members