Village Park Development Homeowners Association, Inc.
2024 Annual Meeting

Wednesday, December 4, 2024 at 5:30 PM
Location: Zoom Meeting

Presenters and Board Members
- Board Members:
Frank DiPalma
Tom Duckett
Arthur Harvey
Bob LeBoeuf
Elsie Reid

- HOA Member Presenters
Charles Abbitt
Jill Tourtellot

The slides presented at the meeting are contained in Addendum 1.

1. Welcome and introductions
Frank welcomed the participants and introduced neighbors who have moved into our community since last year.

There were 26 participants on the Zoom meeting and 8 proxies submitted from those who could not attend in person:
Paula Baughman
Andrew Hart
Larry Tremblay
Jack and Chris Sale
JoAnn Ormand
Michael and Jennifer Huestis
Jack and Nancy Hoopes
Beth and Fred Peteet

With 64 properties in the community, we needed 33 representatives for a quorum which our total of 34 exceeded. Many thanks to all who participated directly or via a proxy.

2. Vote to approve minutes from our 2023 Annual HOA Meeting (All)
The minutes from our 2023 Annual HOA Meeting were approved without changes.

3. HOA President's report
Frank summarized the HOA community's accomplishments in 2024 and plans for 2025. Accomplishments included:

- Ongoing maintenance of common property such as landscape, structures and buildings;
- Oversight of construction, modification and maintenance of single-family homes and landscape;
- Management of budgets to keep growth of HOA dues comparable to the rate of inflation;
- Substantial improvements to our Village Park website features and ease of use;
- Analysis of reserves required for maintenance and enhancements to the gate and gate security;
- Thorough study of possible uses for commercial lots and potential effects on our community.

Plans for 2025:
- Continue maintenance, oversight and budget management;
- Add useful features to website such as links to public service sites;
- Additional study and recommendations for physical security enhancements;
- Form a team to study street safety including gathering resident input.

4. Committee reports: Architectural Review, Landscape, Asset, and Meadows

Architectural Review Committee

Frank presented:
- Development Activity
  Lots 20, 21 and 38 are under construction.
  Plans have been submitted for lots 23, 24 and 34.
- Updated Design and Development Guidelines
  Design process, from preliminary to final and general construction guidelines.
- Updated Guidelines for Land Use
  Building setbacks, dwelling size and specifications, and site requirements.
  Storm water control statement specifying responsibilities for managing runoff.

Landscape Committee

Jill Tourtellot presented:
- Managed mulching, mowing and other periodic maintenance performed by vendors.
- Negotiated and managed contracts with TPS and TruGreen Commercial.
- Budgeted special projects were completed.
- Oversaw removal of trees uprooted near gate by Hurricane Helene.

Asset Committee

Charles Abbitt presented:

Achievements in 2024
- Completed repair of the left gate column that was damaged by a vehicle. Vehicle owner's insurance covered all costs.
- Replaced failed gate components.
- Developed a cost estimate and rough timeline for gate component replacement, repair or upgrade to assure that gate reserve funds will be sufficient.

Plans for 2025

- Study various upgrades for replacing current equipment as needed to enhance security and ease of use.
- Study cost for an expert to evaluate existing video surveillance system and consider a potential operation and maintenance contract for system.

Meadows Committee
Bob LeBoeuf presented a summary of Meadows Community affairs, building and common area maintenance, and plans for 2025. Please refer to Addendum 2 for a detailed list and description.

5. Review HOA 2024 Financial Statements (YTD) and proposed 2025 Budgets
Bob LeBoeuf presented a year-to-date summary of the 2024 budgets compared to actual expenses. The actual expenses closely tracked the budgeted amounts thus far.

The proposed budgets for 2025 are based on quotes from vendors, prior year expenses, planned projects, and asset reserve projections assuming 3% inflation.

6. Vote on proposed 2025 Budget for Main Account
The HOA membership was asked to vote on the budget for the Main Account. The budget was passed with no dissenting votes.

The proposed Meadows budget was previously approved by the Meadows Community; thus, no additional vote was needed for that budget.

7. Discuss Board recommendations for 2025 Slate of Board Members
Frank presented the board's recommended candidates for the 2025 HOA Board. The board nominated and recommended that the current set of board members be re-elected for 2025. The current board members are Frank DiPalma, Tom Duckett, Bob LeBoeuf, Arthur Harvey and Elsie Reed.

8. Vote on Board Members for 2025 (others may be nominated)
Frank asked the HOA membership if there were any other nominations for the HOA Board. As there were no other nominations, a vote was called. The proposed slate of candidates was approved with no dissenting votes.

9. Other topics of interest to HOA members
No additional topics were raised.

10. Adjourn
The meeting was adjourned and the HOA Membership was invited to assemble at Cultivated Cocktails for snacks, drinks and conversation.