Minutes of the Village Park HOA Board Meeting

Thursday, September 26, 2024 at 2:00 PM
Location: Frank DiPalma's Home

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

- HOA Members
Charles Abbitt
Shannon Christy
Bri Ghosn
Tom Meyer
Mark Wilkins

1. Welcome

Frank welcomed the HOA board members. Thank you to Frank for hosting the meeting in his home.

2. Review of Action Items from last meeting (All)

- Frank to investigate current technology for road sealing. Done.

- Tom Duckett to investigate automated speed sign. Done.

- Elsie and Tom to come up with a draft on storm water drainage for addition to the single-family home guidelines. Done.

- Sam to add an email address export function for use by the board to send communications of HOA business to community. He has already completed this. Done

- Sam to investigate providing access control to some of the directory fields to protect privacy. To be done.

- Sam will send the board web site usage statistics. Done.

- Bob to coordinate painting the Village Park entrance sign. To be done.

- Arthur to work with the Gate Security Team on development of recommendations for the next board meeting. Done.

- Elsie and Frank to work with the Commercial Property Team to finalize their analysis and recommendations for presentation to the board. See below.

3. Gate Security Team Report - 2PM (Charles [phone], Mark, and Arthur)
Charles presented the Gate Security Team report which included assessment of the current state of gate security along with costs to maintain and upgrade equipment. The board asked the team to refine the estimates to include the costs of replacing or adding each item individually versus bundled costs and more information on service contracts for the cameras.

It was not known to what extent and types of gate issues are covered by the HOA insurance policy.

4. Main & Meadows Budget status (Bob)
Bob presented the status of the Main and Meadows budgets.
The summary is that both Main and Meadows budgets are on track.

<u>Treasurer's Report 9.26.24</u>

1. Main Budget
   - Through the end of August, Main Operating Budget is tracking as planned.
   - Collected $800.00 in Transfer Fees to date.
   - Have started preparation of DRAFT Proposed 2025 Main Operating Budget. Target to have working draft by mid-October in time for Board discussion by third week of October
2. Meadows Budget
   - Through the end of August, Meadows Operating Budget is tracking as planned.
   - 2025 Proposed Meadows Operating Budget completed. To be distributed to Meadow
   - residents by 9-27-24 and discussed at Meadows Residents Meeting on Oct. 17. We will follow the same budget approval process by Meadows' residents as we did in 2023.

5. Meadow's update (Bob)
Bob LeBoeuf presented the report below.

<u>Meadows Update 9.26.24</u>

1. Change In Meadows Committee Membership-David Miller has replaced Jack Sale on the Meadows Committee. David is responsible for vendor relationship for our contracts with K2 Irrigation, Asheville Gutter and Terminix. After three years of dedicated service to our community, we would like to thank Jack for being an outstanding contributor to the Committee and for his many efforts.

2. New Meadows residents include: Michael Davis and Karen Seymour (#1 Meadow Vista Court) and Sharon Brookshire (#30 Meadow Village Lane)

3. Meadows Residents Meeting scheduled for Oct. 17. Key agenda items include:
    a. Discussion of Proposed 2025 Meadows Operating Budget
    b. Review of Landscape-Maintenance Projects List

4. Landscape-Maintenance Projects Update (see attached “2024 Meadows Landscape Maintenance Project List v 9.26.24” for details)

6. LED Speed Limit Sign (Tom)

Tom Duckett presented his findings.
By itself, it is too expensive for the small benefit from sign alone.

The board recommended that Frank announce the formation of a committee of residents to assess and make recommendations for vehicle speed / pedestrian safety standards within Village Park. Tom will lead the team and develop for board approval, a charter/scope outlining expectations.

7. Commercial Property Team Report - 3PM (Shannon, Bri, James, Elsie, Tom, and Frank)

The committee members presented extensive information and analysis on potential options including lease, purchase, conserve, and various combinations of these options.

Frank offered to have a conversation with Raymond regarding the alternatives that the board is considering.

8. Addition of nonresident contact information (Arthur)

The board decided that an emergency contact telephone number should be added to the directory for those residents who want it included. It is to be visible only to board members and used only for urgent emergencies.

Arthur will ask Sam whether he can add that field to the website with access controls that only allow board members to view it.

On a related topic, Arthur will review the directory to make sure we have at least one email address and/or one phone number of a resident for each property in Village Park.

9. ARC Report (Frank)

The ARC worked to help a future resident develop water runoff plans for new home at 69 Village Pointe Ln.
The ARC confirmed that the colors for a new home were consistent with the approved plans.
Construction of a new house at 93 Village Pointe Ln. is to start late -October.
There are now 4 lots with active building plans and only 1 remaining lot without identified plans.

10. Sealcoating or Crack Sealing (Frank)

Frank presented his research on this topic.
With multiple home constructions in process, the board agreed that sealcoating roads should wait until all construction is complete. In the meantime, the HOA should have the cracks sealed.

11. Other Topics of Interest (All)

Mark Wilkins asked if we can make the VP sign more visible from the highway by trimming vegetation currently blocking the line of sight to the sign. The Tom will work with Jill to examine the area to see what might be done.

12. Adjourn

The meeting was adjourned.

Action items:
- Arthur to ask Sam if he can add a per resident emergency contact field to the directory that is visible only to the board.

- Frank to discuss commercial property possibilities with Raymond.

- Tom to meet with Jill and assess the visibility of VP sign.

- Arthur to work with the Gate Security Team to refine the cost estimates for the gate.

- Frank to discuss at the annual meeting forming a resident committee led by Tom to assess and make recommendations for vehicle speed / pedestrian safety standards within Village Park. Tom will develop for board approval a scope/charter for the team.

- Arthur to verify that the directory has email address and/or phone for each property.