Minutes of the Village Park HOA Board Meeting

Monday, October 5, 2026, at 3:00 PM
Location: DiPalma's House

Attendees
Board Members:

Frank DiPalma
Tom Duckett
Bob LeBoeuf
Elsie Reid
Bri Ghosn

1. Welcome

   Frank called the meeting to order. Thank you to Frank for hosting the meeting in his home. The board approved the minutes of the previous meeting.

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

   Action items:

   - Finalize Volunteer Interest form and check on availability to post it to our HOA website for online completion (Frank & Elsie)
     - Volunteer Interest form has been finalized and utilized by two new neighbors. We expect to post the form to the website by the end of the year and will send an email to the HOA when posted.
   - Send site evaluation and bid requests to contractors for road maintenance & repairs (Frank)
     - See agenda item 6 below.
   - Check with Cultivated Cocktails on availability for social gathering after annual meeting (Tom)
     - Reservation set for Tuesday, December 1st

3. Main & Meadows Budget status (Bob)

   Main Budget
   - Through the end of September, the Main Operating Budget is on track.
   - Management fees from property transfers currently total $1,000.
   - Remaining available 2025 Asset Reserve funds total approximately $23,000 for anticipated upcoming expenses.
   - Preparation of the 2027 Main Budget Operating has been initiated. Several vendor 2027 quotes are now in hand (e.g. TPS, TruGreen, K2). The remainder are forthcoming. Asset Reserve Projection model will be updated based on 2027 projected project expenses.

Meadows Budget

- Through the end of September, the Meadows Operating Budget is on track but will be tight coming into the end of the year pending projected expenses.
- Planned spending accelerated in September due to completion of townhome painting and deck staining.
- The proposed 2027 Meadows has been completed and submitted to Meadows Residents for review and subsequent approval.

4. Meadow's update (Bob)

<u>Meadows Update</u>

- The proposed 2027 Meadows Operating Budget has been developed and sent out to Meadows' residents along with additional meeting materials in preparation for a Meadows residents meeting on October 14. The 'mail-in' vote budget approval process is subsequently scheduled to be completed by November 3. Please refer to **Addendum 1** for the October Meadows' residents meeting Agenda.

  The Meadows Meeting Minutes including the outcome of the voting will subsequently be posted on the VP Website once the budget process is completed.

- Excellent progress has been made on the 2026 Meadows Landscape and Maintenance Project list during this year's maintenance season. TPS and TruGreen continue to deliver good results on our turf and landscape maintenance with major contract 'deliverables' completed. 'End of Season' tasks are also on track. Several planned and unplanned projects on the 'Special Projects list' have also been completed.

  All of the scheduled, and several unscheduled, townhome and common areas maintenance work has now been completed. A couple of mailbox posts remain on the schedule and are targeted for completion by end of maintenance season. Time permitting and favorable seasonal conditions, additional hillside seeding will occur. Finally, hydrant maintenance/shutdown and townhome gutter cleaning are on the schedule by end of the year. Please refer to **Addendum 2** for an updated 2026 Meadows Landscape and Maintenance Project list.

5. Leyland trees at the Entrance Gate (Bob)

   In 2025, the first 5 Leyland trees near the entrance gate were removed and replaced due to damage from Helene. The remaining Leylands will need to be replaced at some point, as their backsides are growing bare, and their shallow roots propose a risk for future collapse. Quotes were obtained from the companies who performed the 2025 replacements and the estimated total cost to replace the remaining trees would be $14,100.

   Frank will ask Jill to obtain an independent Arborist opinion to evaluate the urgency of the replacement timeline.

6. Road Pavement Project for 2026 (Frank)

   The Board issued an RFP to four pavement firms for a site evaluation and bid to address several areas of deterioration on Village Pointe Lane. Five deteriorated areas of alligator-cracked pavement were identified as needing full depth cut and replacement to fully restore the underlying pavement.

   EverLine Coatings and Services had the lowest bid at $10,800. They did excellent work for Village Park in the past, and the Board selected them to complete this work as well. The work is anticipated to start in late October, and Frank will email the HOA when the timeline is finalized.

   Now that most major construction is completed in the neighborhood, later next year, the Board will explore possibly applying a seal coat on all neighborhood roadways to provide protection from deterioration and a cleaner aesthetic.

7. ARC report (Frank)

   Frank presented the ARC report. The ARC approved new roofs for 39 Village Pointe Lane & 31 Village Pointe Lane. Additionally, design plans were submitted for 88 Village Pointe Lane for review.

8. Other Topics of Interest (All)

   There is a large tree growing close to a sewer pipe near the creek between the Meadows and Village Park homes. Frank and Tom will examine it to evaluate if action is needed.

   The HOA annual meeting will be on Tuesday, December 1st and will follow the same format as prior years: Annual meeting via Zoom, with a social gathering afterwards at Cultivated Cocktails.

9. Adjourn

   The meeting was adjourned at 4:35pm.

Action items:

Working Board meeting in late October/early November to evaluate and finalize the 2027 budget. (All)

Meet with an independent arborist to obtain an opinion on the urgency of replacing the remaining Leylands at the entrance gate. (Frank)

Examine the tree growing close to the sewer pipe. (Frank & Tom)