

VHOA Board Meeting Minutes

November 30, 2021

VHOA 5:30 pm- Pool

- 1.Meeting Called to Order at 5:33 pm. All Board Members were present.
- 2.Minutes: October 21, 2021 Meeting Minutes Accepted and Approved with corrections.
- 3.Financials: The Treasurer presented financials for October 2021, which were approved and accepted.
- 4.Manager's Report: No report is provided; the Manager has a family death and was not able to provide a report.
- 5.Committee Reports:
 - a. Landscaping: Judy Arnette, Chairperson
We have now entered the phase where our lawn care folks only mow as needed. They will now be doing more work on shrubs and trees as well as picking up limbs and blowing leaves off driveways and sidewalks.

They have been busy with some small dead trees and shrubs that needed removing throughout the Villas. They have also cleaned up some trenches and several other problems once I have been made aware of the issues.

I, personally, am very grateful for such cooperative and wonderful lawn care workers. We are indeed lucky to have them.

One further addition, they have put out the rye seed behind building 100. We do this every Autumn to help with the water runoff from storms. That area gets a lot of shade from the apartment complex on the other side of the fence and it is difficult to keep grass growing there.
 - b. Pool: Mary McCormick, Chairperson
One burned out pool light was replaced. The pool light on/off schedule was reset for EST.
 - c. NE Budget: Presented by Joel Yohalem

2022 Budget Highlights and Report:
(Per spreadsheet distributed by Stephanie on November 26, 2021)

RESERVES AT YEAR-END 2021 (estimated)		45,000
DUES REVENUE (with 10% increase)	77,220	
TOTAL RESOURCES	122,220	
PROJECTED EXPENDITURES	107,086	
RESERVES AT YEAR-END 2022	15,134	

Note: Assumes NE is responsible for 100% of cost of retaining walls 2 and 3. If costs are shared with SE, the reserves at year-end 2022 will be approximately \$11,000 greater.

- Proposed 10% increase of dues per home (\$22.50 per home/month)
- Wood Rot Repairs in 2022 will be paid from operating and reserve funds
- Retaining wall at 170 NE will be paid from reserve funds. (60/40 split with SE)

Proposed NE Budget voted and approved by all Board Members.
See attachment #1 for approved 2022 NE Budget.

d. SE Budget: Presented by Pat Lee

2022 SE Proposed Budget Report:

Unfortunately, no HOs volunteered to serve on the SE 2022 budget committee. As a result, the 2022 SE budget committee was comprised of two Board members – Cathy Shultz and Pat Lee.

The budget committee recommends a 10% increase in HO monthly dues, from \$185 to \$203.50, beginning January 1, 2022. This will provide a monthly SE reserve contribution of \$1,172.92, representing 14.78% of the 2022 monthly dues. The proposed budget includes two columns showing the per HO breakdown of the budgeted operating expenses and monthly dues. Nearly 78% of the proposed budgeted operating expenses are comprised of three categories: Building Maintenance, Grounds Expense, and SE Water that includes the water for the pool.

- Building Maintenance represents 23.09% of the 2022 budgeted operating expenses. The category includes wood rot expense, plumbing repairs, termite bond annual renewal, roof repairs, roof and gutter cleaning, and pressure washing. While the SE building wood rot, at least for now, is complete with the exception of one unit reporting wood rot contained within a HO addition, the newly placed wood needs to be painted since the SE painting project has been postponed several years due to roofing needs. A decrease in carpentry budgeted expenses for 2022 recognizes the painting and any carpentry needs that may arise. Plumbing and pest control items are basically the same as the

2021 expenses. While the SE will be roofing on a staggered basis for the next several years, \$3,000 was included for any interim roofing repairs. For roof and gutter cleaning, the 2022 budget includes 2 visits for the year at \$685 each. If HOs need additional cleaning, they will need to do so at their expense. A new expense item has been added to cover pressure washing as this expense has been found to be a HOA responsibility. Assuming pressure washing every 2 years, the cost included is half for 2022 with half for 2023.

- Grounds expense represents 28.83% of the budgeted operating expenses. This category included regular monthly lawn care service, landscaping, trees and shrubs expense, sidewalk and paving expense, and a recommended separate line item for storm water expense. The lawn service includes a slight increase of \$18 per visit for 2022. For landscaping and sidewalk expense, there is no change from the 2021 budget. Trees and shrubs expenses are increased in light of the increased cost of tree removal that can cost upwards of \$1,600 for each tree. The storm water expense will capture the SE portion (60%) of all storm water intrusion prevention work to HOA installed berms, drains, and any landscaping required. The exception is the retaining wall in the NE cul-d-sac in which there is documentation that this wall was installed at the expense of the NE for beautification with no SE input or contribution.
- SE water expenses represent 25.87% of the total operating expense budget. This includes HO water expense as well as water for the pool. Because there is one SE water meter, pool water expense cannot be separately identified. All HOs should be urged to be as conservative as possible and immediately report any signs of a leak to the Manager or any Board member.

Other –

Pool service expense increased from a \$315 monthly service fee to \$360 for 2022. Recognizing the aging of the pool, budgeted repair expenses have been increased. Treatment expenses have also been increased to recognize increased chemical costs.

SE HOs should be reminded that maintenance of any addition or alteration from the original construction of the unit is the responsibility of the HO not the HOA. This also includes landscaping. If a HO is unsure of their responsibility, they should consult the Board.

Future recommendations –

1. Roofing SE buildings – staggered, if possible, at 4 buildings each year. This will necessitate a special assessment in the neighborhood of \$2,400 to \$3,000 each year for the next 3 years.

2. Once roofing is complete, the SE should proceed with exterior painting of the houses. This will also necessitate a special assessment.

Proposed SE Budget voted and approved by all Board Members.
See attachment #1 for approved 2022 SE Budget

6. Comments/Questions From Homeowners:

- a. Future VHOA Board Meeting at the Church – the Church is undergoing remodeling and there is a cost to hold the meeting at the Church. VHOA meetings were moved from the Church in order to decrease cost and increase HO attendance many years ago.
- b. NE and SE should form a committee to determine major future expenses. This would help with long-term financial budgeting.
- c. Use of an Urban planner was suggested.

7. Next Meeting: December 16, 2021

8. Meeting Adjourned at 6:25 pm.