

VINTAGE GROVE
BOARD OF DIRECTORS MEETING

October 24, 2013
1002 Napa PL, Apex NC
7:00pm – 8:30pm

MEETING MINUTES

ATTENDEES:

- Alexander Porter – Horizon Management Co., Community Manager
- Eric Fagerstrom – Association President
- Lori Johnson- Association Vice President
- Bob Hight – Association Treasurer
- Deb Lanuti – Member at Large
- Kelly Maney - Secretary

Meeting called to order by Eric at 7:30pm.

President's Report

- 1. Siding & Roof renovations to be done at 1005 Senoma Place... approved by Board (4-0)
- 2. Screen Patio "New" at 1009 Napa Place.... approved by the Board (3-0)
- 3. Erosion Possible Sink Hole at 1002 Senoma Place: I have personally talked with this homeowner for about 20 minutes+ regarding this concern due to the fact that it may or may not be related to the roadwork completed this past year. I also contacted Adam Stephenson (Town of Apex Engineer) regarding this issue and reported this discussion to Alex (Mgmt). Alex assured me that he would follow up with these residents this week and report his findings back to the Board. As President it is our desire to make sure that Mgmt act quickly so that the source of the problem is found and alleviate any liability the Board may have and protect our fellow homeowners.
- 4. Town of Apex Senoma Place Roadwork: I contacted Adam Stephenson today regarding the extensive repair work that was done and the following is a summary of our conversation:
- "Per our conversation today, here's a synopsis of the high asphalt edge issue on Senoma:

October '12: After the resurfacing was completed, you provided a punch list compiled by you and the residents which included the issue of high asphalt edges, focusing on the sidewalk curb ramp locations;

January '13: Homeowner emailed his concerns about the high edge causing his car to scrape at his driveway, as well as the high edges throughout Senoma causing his daughter to fall off her bike; At this point we were focused on the curb ramps and driveway aprons—the contractor had paved too high and therefore it was his responsibility to address. The areas outside of driveway footprints that the homeowner mentioned were high due to the existing asphalt being high prior to the resurfacing work combined with the additional height of the resurfacing.

June '13: The contractor heated and rolled the edges to flatten them at driveways; At this point, the work was compliant with the contract specifications.

July '13: Homeowner called with complaint about car scraping; they reiterated his request for the entire street to be addressed regarding the high edges; Since homeowner still had a problem even though the original work had been corrected per the contract specs and their issue could not be addressed by reheating and rolling, the only remedy was to have the contractor mill out the pavement and replace. And, since the cost of the milling would be the same whether we had them mill *just to the edge of the curb or below the curb*, we opted to go with milling down 1 inch below the curb and paving back to get the asphalt edge flush. We are splitting the cost with the contractor since the Town should have marked the high edges (about half of the street) prior to the resurfacing whereby we had a pay item for incidental milling."

- 5. Playground Update with obtaining Grant Funding Money: Francis Blanchard (Playworld Systems) and I have had discussions regarding the raising of Grant Funding for our playground project. In accordance with both Alex and Bob (Treasurer), "Our current reserves do not have the funds available to even start any Playground project." As President I will attempt to compile a sample Grant Letter on behalf of Vintage Grove and send this out to the Board when the draft is completed.

Financial Report:

- \$29K including CDs
- \$3352 in checking
- Notices will be sent next week for late payments and then we should be around \$5,500.
- American Pools were out today to look at the algae and cracks. They will drain it if necessary. Tomorrow morning Alex should get the report from them and report back to the Board via email so that a Board member may be present to go over the much needed plastering work.
- Landscape contract: Alex met with him briefly and talked to them about taking that part out of the contract and it would be about \$50-\$60 less. He mentioned we will be looking for new contracts and we will get some new proposals which could possibly save us at least \$200/month. Alex talked to us about some different companies and why we use a bigger company due to insurance reasons (\$1 Million Policy Coverage), liability, etc. Alex will send us the proposals, including YardNique's contract this week so that the Board will have it to review prior to any other landscaping proposals. Lori suggested going back to previous companies who used to work for our neighborhood to see if they want to come back to work again. We can look over these proposals and vote via email. December is YardNique's contract renewal time. Re: hollies- YN suggested waiting til late winter/early spring to put them in because they feel that the plants may freeze and die if planted now. The price for 6 hollies to be planted near the Pool area is in the \$800ish range.

Business

Sign:

- \$5680 total cost for the new sign.
- Discussion on bushes around the current sign.
- Suggestion of putting a notice out to neighbors about the work being done on sign and pruning of plants.
- Alex went over the Alivescapes monument renovation quote and details.
- Eric asked for diagrams/ pictures to be sent out to the Board so that we can see the before and after pictures before we vote on this change.
- Other companies didn't give details to their quotes and their quotes were higher.
- Discussion on if we need other bids. Eric implored for at least one more bid and is concerned to choose with Alivescapes without knowing more of the proposed change to our entranceway. Lori, Bob, and Kelly were okay to go ahead and give them the bid.
- Lori's suggestion was to ask if they would include the extra lighting at \$175 per light *to be included into the price* quoted and that if they could go with that, then we will go with them. Alex said we can do that and he will send a refresher to us on the picture/design. It is a 30 day process (weather permitting) for turn around.

- Lori made the motion to accept the bid from Alivescapes to include the 4 10W LED bulbs at no extra charge. Kelly seconds it. Bob agreed. One dissenting vote by Eric (strongly wanting to have one more bid in comparison to what Alex has recommended).
- Alex said that they can send a postcard to notify neighbors about the sign and a note about how to sign up for the website and emails.

Architecture Guidelines

- Bob looked at architectural guidelines and how they are very old. The board in the past has been confused over what are the covenants and what are the guidelines. Bottom line is that the guidelines are very confusing and out of date. For example: Fencing: only wooden fencing aloud. Another example: satellite dishes. A board can't put restrictions on satellite dishes. Eric thanked Bob for taking on this much needed project.
- Bob will volunteer to try to re-write the guidelines to simplify and make clearer.
- Lori asked about privacy fences and if we want that in the guidelines.
- Bob would like to re-write them after the first of the year. He would like to dedicate a meeting to discuss the guidelines.

Budget for 2014

- Bob, as our treasurer, is incredibly concerned about the low level in our reserves. We may or may not need 100K but we need more than the 27-28K we will have at the end of the year. Bob would like us to think of a multi-year plan to get the reserves. The neighborhood is getting old and the costs are going up. We need to make decisions regarding dues, reducing costs, and how to generate income. Bob would like us to have 60-75K in reserves.
- Bob passed out a sheet with numbers on how we could build our reserves up with a 10% increase in dues every year. The idea is that if we increase every year and put the increase into the reserves, we could move from \$27k in reserves to 64K in reserves by 2019. Of course we can still look for ways to cut costs or raise money in other ways as well and maybe it can be tempered.
- Alex is working on a budget and would like to recommend we consider this increase. Eric asked Alex to look over the reserves in the past 4 years. Alex will work up 2 different budgets for us to look at.
- Eric says we desperately need to do a cost-replacement analysis. Alex can start to work on that. Bob agrees to say that we need to see how we will meet the coming needs.
- Alex says we need a budget ratification meeting before the end of the year and we should invite the neighbors so they can voice their opinions.
- Next meeting: contracts with landscaping.

Next meeting Tuesday, November 19th, 1007 East Saint Julian Place, 7:30pm

Minutes approved from last meeting.

Motion to close the meeting. Motion accepted. 9pm.