**Villages of Piedmont I HOA**

**Board of Directors Meeting**

**16080 Market Ridge Blvd, Haymarket, VA**

**January 24, 2024**

**7: 00 PM Hybrid**

**Board Members Present:**

Chris Prime, President/Treasurer (Virtually)

Eric Morelli, Vice President

Pat Johnson, Director

Amanda Murphy, Director

Ann Laila Johnson, Secretary (Virtually)

**Management Present:**

Barbara Smith, Community Manager

Ed Thomas, PMP CEO (Virtual)

**Residents:**

4 owners registered for the meeting and 2 owners logged into the meeting. See sign-in sheet.

**Call to Order:**

Mr. Prime called the meeting to order at **7:00 p.m.**

**Announcements:**

**Updated Design and Maintenance Standards were sent to the board for approval and additional changes were requested and distribution scheduled for on or before 01/31/24.**

**The easement regarding the landscaping work at VOPII will continue because if it were to change, the board would have to coordinate with VOPII, and it would cost more money.**

**Holiday Compliance letters were sent out without policy in place. This has since been added to the Design Standards and should make the rules clearer going forward.**

**The Communication Committee has had no volunteers except one but the volunteer was already a member of another committee so they could not be on two committees at once. Further requests for volunteers should include that the volunteer should have IT understanding and talent for building a website.**

**The next BOD meetings will be held on 02/28/24, and 03/27/24 and the annual meeting to be held on 04/24/24, all at 7 pm**

**Homeowner Forum:** Pete LaGuardia wanted to comment on easement and stated that he spoke with Scott Klein at the WHFF, and he is considering selling the property as he no longer wants to maintain the entire front area along with the easement.

Maria Riddle questioned when the change of the app, Smart webs, would take place. Management is in the process of removing this company and adding services to a vendor already with the company for less money and better application.

**Approval of Previous Minutes:**

The Board approved the minutes of December 13, 2023.

**Covenants Committee**

Updated Design and Maintenance Standards were sent to the board for approval and additional changes were requested and distribution scheduled for 01/31/24 or sooner**.**

**Grounds Committee**

Discussion included snow removal by dog park which would be added fees to snow removal contract, but we need to be approved by board. Proposals received did not include the correct number of trees to be removed and will proceed to collect further proposals. Motion to push to the next meeting by Chris Prime, seconded by Eric Morelli and approved by all members.

**Social Committee**

St. Patty’s Day party scheduled for 03/09/24 and invitations to be sent via email 02/02/24. Discussion included decisions regarding alcohol and fire pits for the event which will be determined by the Insurance Company and its liability in writing, which is an adult only, catered and with trivia games. The fire pits must be monitored during the event by a social committee member. Any rollover funds from 2023 can be approved by the board if not used in 2023.

**December 2023 Financials**

Financial Reports were reviewed. Discussion included line item 1069 which will mature at the $250K mark within the year, but plans are to watch its growth and request transfer, if necessary, in the future.

Discussion on confusion about monthly HOA fees from prior year to this year. Prepaid statements have strange numbers due to residents pre-paying balances, but at the same time not paying the current rate for the year, but the rate from the previous year.**Action/Discussion Items:**

Discussion that board members are not comfortable approving the proposal from UHY for audit proposal. The board would like to have price comparisons from several other auditors to see if a price can be found that is closer to the budgeted amount. Ed and Barbara will try to seek auditors in the area who may offer price comparisons to provide a solution prior to the next meeting. Chris Prime made a motion to push the item to the next board meeting, seconded by Eric Morelli and approved by all members.

The board would like to have a dedicated inbox and calendar of contracts from Property Management people strictly for VOPI. This is in case there is an employee change that takes place, and the board still has access to information regardless.

**New Business:**

**2024 Pool Management Contract**

The 2024 Pool Contract is incomplete as it does not have the added information regarding swim lessons and verbiage regarding batteries, patches, AED machine upgrade, etc. VOPII has already signed their 2024 contract with High Sierra, so we are unable to leverage a three-year contract for a reduced rate. Motion by Chris Prime to table discussion until the next board meeting, seconded by Amanda Murphy and approved by all members.

**Snow Removal/Pretreatment Ad Hoc Approvals-**

Discussion on snow removal pre-treatment is warranted, over pre-treatment, is pre-treatment necessary for unexpected storms, should President/Vice President view the property physically before making a decision, sidewalks should be taken care of in high traffic areas, snow markers should be put onto the property in November and removed in March, Mr. Prime made a motion to that the if the snow event is known in advance, then the board members will all vote on a plan of action, however, if a quick decision must be made, the president and one board member from the Townhomes will need to decide. And notify the remaining board members of their decision.

**Schedule Board Candidate Meet and Greet**

The meet and greet will have to call for nominations mid-March which would be at least six weeks before the April deadline to apply. Discussion was whether to hold the event on a weekday or weekend. The event would be held in the clubhouse, candidates wearing nametags, instructions on voting would be given out to the community, voting would be limited to VOPI residents, instructions on voting would also be posted in glass advertising board outside of clubhouse, suggestions were to make the meet and greet two sessions so that residents who cannot make the meeting weekends or weekdays could attend either, suggestion also to ask candidates to send out biographies or outline as to their interest in running for the board positions, Motion made by Chris Prime for the event to held on Sunday, April 14th at 4 pm in the clubhouse and approved by all other board members.

**Parking Issues**

Discussion included that the property has had issues with parking since 2010. The problems include triple parking in the driveway which ultimately blocks the bib right of way into the sidewalk, parking in roadway instead of the driveway of the home or visitor parking, people with trailers blocking areas, and parking next to fire hydrants. Homeowner present for discussion virtually stating that per state and county codes, we have a right to tag cars for violating policy and that we should have no parking areas on the property with signage. Police do have a right to ticket the residents, but most just tell the resident to move their car. The resident, Eric P, stated that County ordinance 13.320 states that sidewalks are prohibited to be parked on. Amanda stated that it’s difficult because it is part of their driveway. Ideas were to look to Allen Warren for direction on making a policy for community and law, fine regular offenders a fee, Amanda recommended policy used in her current job in Property Management, Chris Prime made a motion to table the discussion until the next meeting to gather additional information. Eric seconded the motion, all others approved.

**2024 Irrigation Contract**-

Chris Prime made a motion to roll to table the decision on this contract until it is researched which package within the contract was approved in October 2023 during the board meeting. Eric seconded the motion and all others approved.

**Comprehensive Annual Inspections-**

Community annual inspections should begin within the next few months to review items such as missing shutters, painting needed or repairs. Items 40-41 listed in new Design standards will let residents know what is being noted for the inspection. If residents run out of time by the deadline that is given to the resident, the resident may be asked for an extension if for a reasonable reason. Items will be added to the Design Standards and discussed at the next meeting.

**Clubhouse Cleaning Contract Proposal 2024**

Chris Prime made a motion to approve the contract, Pat seconded the motion, all others approved.

**Homeowner Question and Answers**

Matt Hewson would like to have a new TV installed in the clubhouse prior to the 03/09/24 St. Patty’s Day Event. There are also plans to purchase a laptop.

**EXECUTIVE SESSION**

**Ring Doorbells**

Discussion determined that this is best for a newsletter item for the next quarterly newsletter.

**Feral Cats/Community Cats**

Discussion included the board reviewing copies of pictures and complaints received from a resident who resides beside another residents who is feeding and housing cats on her property. The complaint states that the cats are urinating, defecating, and walking onto the property constantly. The cat owner maintains that she has the right to have the cats as they are community cats that she is helping according to the county. Discussion includes the following: What are the state regulations in this regard? Would we put out food for wild animals? Is there a community pet policy? What about spreading disease such FIV? It was determined that the cat issue is a covenant violation issue due to the cat houses and recommended sending her a violation letter in that regard. Chris Prime motioned that the actual cat issue will be tabled until the next meeting to receive more information from Allen Warren to enforce any type of rules for this situation. Eric seconded the motion, all other approved.

**ADJOURNMENT:**

With no further business to discuss, ***Motion:***  **Mr. Prime moved** to adjourn the meeting at **10:00 p.m.** The motion was seconded by Eric Morelli**. MOTION PASSED (5-0).**

The next regular Board meeting will be held on February 28, 2024, at 7pm through Zoom and in clubhouse.

Respectfully Submitted by:

Barbara Smith, Community Manager VOP I