

VWPOA Regular Board Meeting Minutes  
November 14, 2023, 7:30 p.m.  
Fire Station #5

The meeting was called to order at 7:36pm.

In attendance: President Michelle McDaniel, Secretary Sammi Hicks, Treasurer James Trewin, Landcape/Maintenance chair Chris Doran, and Pool chair Ronnie Gilbert.

With three voting members in attendance, a quorum was present.

October 2023 regular meeting minutes and the 2023 budget meeting minutes were unanimously approved as written.

Treasurer's report:

The operating fund account balance as of 10/30/23 was \$35,506. The reserve fund account balance as of 10/30/2023 was \$38,370.

James shared unplanned expenses for October, which include: \$22 for National Night Out for law enforcement appreciation banners (all food was donated by board/social committee members); \$119 for the budget meeting mailing; \$22 for copies for budget meeting materials; \$125 to Southernwind Pools for a service call to tighten pool entry rails; \$90 for pool Keys, three new umbrellas, and replace the missing plastic feet for the pool chairs; \$800 for labor costs for replacing several capstones along the neighborhood's exterior wall and \$6500 in labor costs for repair of the perimeter wall that was damaged by an auto accident were both paid in November (materials for both of these projects were \$675 and were paid in October); \$350 in labor costs to the mason for repair of an area on the wall where a vine was growing through the mortar.

VWPOA received a \$6500 from VWPOA's insurance provider to repair the wall that was damaged in an auto accident. When the claim is completely resolved, VWPOA should also get reimbursed from the driver's insurance company for the \$1000 deductible we had to pay out of pocket.

Luke McDaniel invoiced the remainder of hours for tending to the pool during the summer months, per treasurer James. Luke has been paid in full for 2023.

James reviewed the final draft of the 2024 budget. This included a \$50 increase in dues. The increase will bring annual dues income to \$68,875 (from \$63,975 in 2023).

Significant planned changes for the 2024 budget include: \$4000 for legal fees, which was increased significantly to cover legal expenses made necessary by changes in HOA law; a \$2000 increase to the "social/welcome/décor" line item for Christmas lights materials and labor; \$4000 added to the "other landscape" line item for special landscape projects.

There were small changes to some other line items based upon historical spending, increases in costs of supplies/materials, and changes in contracted labor costs (general landscape contract, sprinkler contract, tree-trimming contract). There will be \$5534 set aside for 2024 capital expenses, which is a decrease from 2023; however, there is also excess in the reserve fund (beyond the \$18,000 required by the covenants)

that will be used for capital improvement projects (i.e. wrought iron fencing at pool) or unexpected expenses throughout the 2024.

The board unanimously voted to approve the 2024 budget. The budget will be sent out to homeowners with the annual dues letter at the beginning of January 2024.

President's report:

Per Michelle, VP Nicole needs to step back from board duties due to home-schooling demands and her father-in-law's poor health. She will vote electronically when needed and other board members can recommend any homes that need to receive violation notices.

Michelle said that it was weighing on her heavily that the dues would need to be raised for 2024. As a result, she did some research on other neighborhood HOA costs in McKinney. She acknowledged that these neighborhoods vary in the types of amenities offered and the number of homes each neighborhood has, which affects the dues price per home. Michelle shared that Tucker Hill homeowners pay \$1660 annually, Tucker Hill pays \$1500 annually, and Preswick pays \$575 quarterly. She felt better about the increase in VWPOA's annual dues after learning what other neighborhoods pay. Virginia Woods only has 95 homes across which to divide all costs. Also, the VWPOA dues have not increased since the last president was in office and Michelle was grateful to have a budget that allowed the neighborhood to be well-maintained despite increased costs/inflation.

Vice President's report:

No committee report provided.

Secretary's report:

Sammi had nothing to report.

Architecture Committee report:

No committee report provided.

Landscape & Maintenance report:

Per Chris, the dead holly bushes have been replaced at the entrances. Chris has texted Roberto (landscape contractor) about cutting all of the lantana back in the flower beds, removing the irises in the Virginia Pkwy/Lake Forest corner bed, and removing the flowers on the north side of the Lake Forest entrance (the flowers on the south side died and it now looks asymmetrical). Chris is waiting for Roberto's quote.

Chris recommended that the wooden fences around the perimeter of the neighborhood be stained/painted.

The flower bed edging at the pool needs to be replaced. Michelle is awaiting quotes on metal, stone, and one other popular type of edging.

In early spring, Chris recommends the board backfill and sod an area by the pool, between the sidewalk and the curb on Jamestown Lane. Chris estimates that the project will cost about \$1000 for labor and materials and will require a pallet of grass and a yard of soil.

Per Chris, all of the crepe myrtles surrounding the perimeter of the neighborhood will need to be topped in the spring. While this isn't typically the appropriate way to trim them, they are growing into the power

lines. If our tree person doesn't trim them, the city will, but they have no care for the trimming that is best for the trees themselves. Chris said this will likely not be part of our tree-trimming contact and will be an extra expense.

The board asked Chris to relay to the tree contractor that board members would like him to continue to mulch the soil-eroded area at the park. The plan is to eventually add edging and river rock over the top of the mulch filler. The board agreed that it would probably be a waste to water the park in the future. The board discussed the recent water bills for the park and the increasing costs even though the system is turned off. Chris will ask the sprinkler contractor to check the system for leaks.

The GFCI in the flowerbed at the northern Lake Forest entrance is not working. The board unanimously voted to have this repaired.

#### Pool Committee:

Just that day, Michelle noticed water in the street, coming out of the pipe that is an overflow for the pool. Ronnie will call Southernwind Pools to have the auto-leveler checked again.

#### Social Committee:

The board reviewed 2023 Christmas light bids from three companies and unanimously voted to use North Star Lighting, which is owned by a local firefighter who does Christmas lights as a side job. His \$2000 bid includes materials and labor, which consists of the red and white lights along the top of each entrance wall and along the top of the wall at the corner of Virginia and Lake Forest, along with lighted wreaths in all of these areas. The contractor said he will also do the pool house and store our lights for that price if VWPOA agrees to use their services for the next two years. Since Chris has a relationship with North Star Lighting, he will coordinate the installation and take down.

#### Old Business:

The board discussed the wrought iron fencing at the pool and reviewed a new quote. Various options were discussed; however, the board tabled the issue until the December meeting. Board members wanted Roberts Fencing to clarify some of the pricing provided and requested pricing for extending the kid's pool area, which would require additional fencing but would provide more space for families in the kid's pool enclosure.

#### New Business

On November 11<sup>th</sup>, James shared with the executive board (via text) that the street light was out at the corner of Jamestown Lane and Appalachian Way. He reported it to online to Oncor and the bulb was replaced a week later.

The meeting was adjourned at 9:11 p.m.