

**ANNUAL MEETING MINUTES
THE VIEWS OF ASHEVILLE HOMEOWNERS ASSOCIATION**

DECEMBER 4, 2019

President Bill Uhle called the meeting to order at 7:07 p.m.

Roll Call: The following homeowners were present: Bill Uhle, Gerry and Margaret Stanley, Ed Donnelly and Kathleen Gainey, Neil and Diane Altman, Joseph and Beth Garrett, Teresa and Kent Ohlson, Mike and Nancy Osborne, Toni Meador, Jill Sagarin, Rick Harvey and Richard Green. The owners of lots 76, 82, 88, 90, and 108 were represented by proxies. Quorum was established with 17 (attendees and proxies). The new owner of 99 DVD, Rick Harvey, was introduced.

Proof of Notice of Meeting: Required notice of the meeting by U.S. Mail was verified.

Approval of 2018 Minutes: The 2018 minutes were accepted as final via email on February 12, 2019 and subsequently posted on the HOA web site. Without objection, it was agreed that this process will be followed in the future. 2019 draft minutes will be distributed via email in January 2020 for comment.

REPORTS OF COMMITTEES

Architectural: Bill Uhle

1. The Board continues to act as the Architectural Committee. If any owner is interested in joining the three Board Members on the Architectural Committee, please contact a member of next year's board after the meeting.
2. No architectural requests were received this year. As a reminder, any new construction on a lot (which includes any new structures such as a fence or retaining wall) or any Exterior Modifications to your house or driveway requires approval by the Committee. Modifications include changing the exterior color of the house or your deck.

Landscape: Kathleen Gainey (highlights; for additional details see Attachment 5)

1. The updated HOA Policy #1, Landscape Guidelines (revised Appendix 2: Agreements between the HOA and Homeowners) was posted to the HOA Website
2. HOA Landscaping Contract: TPS Landscaping (formerly known as The Potting Shed) was hired by the HOA effective 1 April 2019. Overall TPS is doing an excellent job executing their duties. The Board walked the areas maintained by TPS several times with them to monitor their performance and they have been very responsive. In addition, the Board continues to inspect all HOA common land (to include the Water Tank Site) periodically.
3. Arborist Work: Work on Hemlock Woolly Adelgid, removal of a dead tree on HOA land near 111 DVD, removal of invasive species and drainage basin clearance was all accomplished.
4. Chandra Uhle will be leaving the committee and Kent Ohlson will be coming on. We would like more members on the committee.

REPORTS OF OFFICERS

Secretary/Treasurer: Gerry Stanley

1. Reviewed the Income and Expenses for the year. The numbers provided at the meeting were as of 26 Nov 2019 and then projected to the end of the year because of continuing work in December. See attachments 1 – 3 for the financial statements presented at the meeting and the final financial statements as of 31 Dec 2019.
2. Budget surplus of approximately \$2300 was primarily the result of lower than expected legal costs and landscape contract options that were not exercised.
3. Surplus will be used to meet the goal for an Operations Reserve at the end of the calendar year of an amount in the Operations Account equal to six months of annual dues (\$9,263 desired for 2020).

Vice President: Kathleen Gainey

SCAN update

1. Sweeten Creek and Mills Gap Road improvements delayed due to increased DOT costs to deal with cleanup and repairs from Hurricanes Florence and Michael. Construction start dates are now 2024 for Mills Gap Rd and 2023 for Sweeten Creek Rd.
2. SCAN is formalizing their organization and structure.
3. Annual dues of \$50.00 have been established to pay for development of a web site to improve access to and dissemination of information.

President: Bill Uhle

The Stewards vs. The HOA Lawsuit.

1. The mandated process of mediation, as required by NC Statute, occurred on 9 Sept. Gerry Stanley, Richard Green, and Bill Uhle attended with the HOA's lawyer, Mr. Shel Robinson. While mediation went on all day, in the end an agreement was not reached between the parties.
2. Prior to the mediation, Mr. Robinson obtained expert opinions from two local real estate lawyers concerning the ownership of the Water Tank Site Lot; both concluded that the water tank site lot was separate and distinct from Lots 5, 122, 124, and 126, and the water tank site lot was not conveyed to the Stewards and remains part of the HOA's common area.

Stormwater System

1. **Main Retention Basin:** The replacement of the corrugated metal exit pipes was completed in November by Carolina Lawn and Landscape. The work was needed because the metal standpipe and exit pipes had holes caused by rust that was allowing water to leak into the soil. Over time this erosion could lead to slope instability in that area. The system was replaced with a concrete drain box and smooth lined corrugated plastic pipe.
2. **Secondary Upper Basin:** At the end of last year, work was done on the basin behind 93, 95, 97, and 99, that increased the height of the basin walls and the exit standpipe. The good news is that the periodic overflowing of water out of the basin, down the slope, and onto the road across from 78 DVD has not re-occurred.

Legal Expenses

1. The only legal expense this year was a review of a formal agreement related to the sale of Lot 99. In 2015, the HOA had voted on and approved a reduction of the 5' minimum side setback between the house on Lot 99 and the HOA common land to the north. As part of the sale this year, it was determined that a formal agreement that could be officially recorded was needed to document the HOA's approval.

UNFINISHED BUSINESS FROM 2018 MEETING: NONE

NEW BUSINESS

2020 Budget

1. Proposed 2020 Budget provided as Attachment 4.
2. 2020 Annual Assessment remains at \$650 (no increase).
 - a. Post meeting note: The annual assessment on undeveloped lots retained for privacy (currently lots 90, 97 and 98) will be \$325 (1/2 of the normal assessment). This has been an unwritten policy since HOA incorporation in 2002. The Board is in the process of developing a written policy.
3. Operations Account
 - a. End of 2019 Operations Reserve balance, 5.8 months of current budget (goal has been 6 months of budgeted expenses).
3. Reserve Account
 - a. Increased Reserve Account Funding to \$1500 due to low balance of \$236.
 - b. No expected Reserve Account Expenditures.

BUDGET WAS APPROVED AS PROPOSED BY UNANIMOUS VOTE.

ELECTION OF OFFICERS

Bill Uhle, Kathy Gainey and Gerry Stanley were nominated for and elected to the Board for 2020. Richard Green will remain an ex officio advisor to the Board.

OTHER

Meeting adjourned at 7:39 p.m.

Approved on February 20, 2020

Gerald W. Stanley
Secretary/Treasurer
The Views of Asheville Homeowners Association

Attachments:

1. HOA 2019 Income (Projected to 12-31-2019) and Actual 12/31/2019
2. HOA 2019 Expenses (Projected to 12-31-2019) and Actual 12/31/2019
3. HOA 2019 Financial Summary (Projected to 12-31-2019) and Actual 12/31/2019
4. HOA 2020 Budget (Accepted as Proposed)
5. Detailed Landscape Committee Report

Attachment 1: HOA 2019 Income (Projected to 11-26-2019) and Actual 12/31/2019

THE VIEWS OF ASHEVILLE HOA			
2019 OPERATING ACCOUNT INCOME STATEMENT (as of 11/26/2019)			
Dues			
2019 Dues		\$18,770.75	
TOTAL DUES		\$18,770.75	
Other Income			
First Bank Checking (as of 10/31/19)		\$2.81	
TOTAL NON-DUES INCOME		\$2.81	
TOTAL INCOME		\$18,773.56	
2019 RESERVE ACCOUNT INCOME STATEMENT (as of 11/26/19)			
Transfer			
Funds from Operating Account		\$1,000.00	
TOTAL TRANSFER		\$1,000.00	
Income			
First Bank Checking (as of 10/31/19)		\$1.29	
TOTAL INCOME		\$1.29	
TOTAL INCOME		\$1,001.29	

THE VIEWS OF ASHEVILLE HOA			
2019 OPERATING ACCOUNT INCOME STATEMENT (as of 12/31/2019)			
Dues			
2019 Dues		\$18,770.75	
TOTAL DUES		\$18,770.75	
Other Income			
First Bank Checking (as of 10/31/19)		\$3.18	
TOTAL NON-DUES INCOME		\$3.18	
TOTAL INCOME		\$18,773.93	
2019 RESERVE ACCOUNT INCOME STATEMENT (as of 12/31/2019)			
Transfer			
Funds from Operating Account		\$1,000.00	
TOTAL TRANSFER		\$1,000.00	
Income			
First Bank Checking (as of 10/31/19)		\$1.14	
TOTAL INCOME		\$1.14	
TOTAL INCOME		\$1,001.14	

Attachment 2: Page 1 of 2: HOA 2019 Expenses (Projected to 11-26-2019)

The Views of Asheville HOA			
2019 Operating Account Expense Statement (as of 11/26/19)			
PAYEE	AMOUNT	DATE PD.	COMMENT
LANDSCAPING			
Indigenous Design	\$550.00	01/16/19	December invoice
Indigenous Design	\$550.00	02/08/19	January invoice
Indigenous Design	\$550.00	03/05/19	February invoice
Indigenous Design	NA		No Billing for March
TPS	\$750.06	05/21/19	Apr invoice
TPS	\$750.06	07/15/19	May invoice
TPS	\$750.06	07/15/19	June invoice
TPS	\$750.06	07/31/19	July invoice
TPS	\$750.06	09/17/19	August invoice
TPS	\$750.06	10/03/19	September invoice
TPS	\$750.06	11/13/19	October invoice
TPS	\$750.06	11/25/19	November Invoice
TPS	\$229.13	05/21/19	Grass Treatment #1
Appalachian Arborists	\$1,900.00	03/05/19	Invasive Vine removal and tree pruning
Newcomb Tree Service	\$850.00	07/15/19	Dead Tree Removals
TPS	\$755.10	11/13/19	Grass Aeration and Seeding
Lonnie Hargrove	\$380.63	11/25/19	Entrance Sign
TOTAL LANDSCAPING	\$11,765.34		Budget = \$13,200
LEGAL/ACCOUNTING/BANKING			
Dixon Hughes	\$325.00	06/22/19	Tax preparation for 2018. Late due to Dixon Hughes
Dungan Law Firm	\$30.00	07/31/19	Review 95/97/99 Easement
Dungan Law Firm	\$150.00	10/03/19	Review mediation agreement, et. Al.
TOTAL LEGAL/ACCOUNTING	\$505.00		Budget = \$1850
TAXES/FEES			
City of Asheville	\$962.28	05/21/19	Stormwater tax 1/1/19 - 6/30/19
City of Asheville	\$1,009.80	11/25/19	December; Stormwater tax 7/1/19-12/31/19
TOTAL TAXES/FEES	\$1,972.08		Budget = \$1850
RESERVE ACCOUNT			
Annual Reserve Acct funding	\$1,000.00	03/05/19	
TOTAL RESERVE ACCOUNT	\$1,000.00		Budget = \$1000
INSURANCE			
Nationwide	\$550.00	07/01/75	Liability, D&O insurance
TOTAL INSURANCE	\$550.00		Budget = \$550
MISC.			
GoDaddy web hosting	\$141.80	01/23/19	Web Hosting
Checks (Walmart)	\$59.92	02/12/19	Hosting HOA meeting
Postage / Supplies	\$58.79	11/13/19	
TOTAL MISC.	\$260.51		Budget = \$400
TOTAL OPS ACCT EXP	\$16,052.93		Budget = \$18,850
2019 Reserve Account Expense Statement			
STORMWATER SYSTEM			
App Arborist	\$220.00	03/05/19	Tree Removals, Main Retention Basin
Carolina Lawn & Landscape	\$5,907.94	11/15/19	Pipe Replacement, Main Retention Basin
Newcomb Tree Service	\$550.00	11/15/19	Tree Removals (near Main Retention Basin)
TOTAL STORMWATER SYSTEM	\$6,677.94		
TOTAL RESERVE ACCT EXP	\$6,677.94		
TOTAL HOA EXPENSES	\$22,730.87		

Attachment 2: Page 2 of 2: HOA 2019 Expenses Actual 12/31/2019

The Views of Asheville HOA			
2019 Operating Account Expense Statement (as of 12/31/19)			
PAYEE	AMOUNT	DATE PD.	COMMENT
LANDSCAPING			
Indigenous Design	\$550.00	01/16/19	December invoice
Indigenous Design	\$550.00	02/08/19	January invoice
Indigenous Design	\$550.00	03/05/19	February invoice
Indigenous Design	NA		No Billing for March
TPS	\$750.06	05/21/19	Apr invoice
TPS	\$750.06	07/15/19	May invoice
TPS	\$750.06	07/15/19	June invoice
TPS	\$750.06	07/31/19	July invoice
TPS	\$750.06	09/17/19	August invoice
TPS	\$750.06	10/03/19	September invoice
TPS	\$750.06	11/13/19	October invoice
TPS	\$750.06	11/25/19	November Invoice
TPS	\$229.13	05/21/19	Grass Treatment #1
Appalachian Arborists	\$1,900.00	03/05/19	Invasive Vine removal and tree pruning
Newcomb Tree Service	\$850.00	07/15/19	Dead Tree Removals
TPS	\$755.10	11/13/19	Grass Aeration and Seeding
Lonnie Harrove	\$380.63	11/25/19	Entrance Sign
Appalachian Arborists	\$150.00	12/20/20	Oil spray and pruning
TOTAL LANDSCAPING	\$11,915.34		Budget = \$13,200
LEGAL/ACCOUNTING/BANKING			
Dixon Hughes	\$325.00	06/22/19	Tax preparation for 2018. Late due to Dixon Hughes
Dungan Law Firm	\$30.00	07/31/19	Review 95/97/99 Easement
Dungan Law Firm	\$150.00	10/03/19	Review mediation agreement, et. Al.
TOTAL LEGAL/ACCOUNTING	\$505.00		Budget = \$1850
TAXES/FEES			
City of Asheville	\$962.28	05/21/19	Stormwater tax 1/1/19 - 6/30/19
City of Asheville	\$1,009.80	11/25/19	December; Stormwater tax 7/1/19-12/31/19
TOTAL TAXES/FEES	\$1,972.08		Budget = \$1850
RESERVE ACCOUNT			
Annual Reserve Acct funding	\$1,000.00	03/05/19	
TOTAL RESERVE ACCOUNT	\$1,000.00		Budget = \$1000
INSURANCE			
Nationwide	\$550.00	07/01/75	Liability, D&O insurance
TOTAL INSURANCE	\$550.00		Budget = \$550
MISC.			
GoDaddy web hosting	\$141.80	01/23/19	Web Hosting
Checks (Walmart)	\$59.92	02/12/19	Hosting HOA meeting
Postage / Supplies	\$58.79	11/13/19	
TOTAL MISC.	\$260.51		Budget = \$400
TOTAL OPS ACCT EXP	\$16,202.93		Budget = \$18,850
2019 Reserve Account Expense Statement			
STORMWATER SYSTEM			
App Arborist	\$220.00	03/05/19	Tree Removals, Main Retention Basin
Carolina Lawn & Landscape	\$5,907.94	11/15/19	Pipe Replacement, Main Retention Basin
Newcomb Tree Service	\$550.00	11/15/19	Tree Removals (near Main Retention Basin)
TOTAL STORMWATER SYSTEM	\$6,677.94		
Service Charge	15.00	12/31/20	Monthly Service Charge (Low Balance)
TOTAL RESERVE ACCT EXP	\$6,662.94		
TOTAL HOA EXPENSES	\$22,865.87		

THE VIEWS OF ASHEVILLE HOA				
2019 INCOME & EXPENSE (OPERATING ACCOUNT)				
Beginning ACCOUNT Balance 1/1/19				\$6,630.24
		2018	2019	2019
		TOTAL	TOTAL	BUDGET
ANNUAL INCOME				
	Dues	\$15,950.00	\$18,770.75	\$18,850.00
	Non-dues (Account Interest Thru 10/31)	\$5.47	\$2.81	
	TOTAL INCOME	\$15,955.47	\$18,773.56	
EXPENSES as of 11/26/2019				
	Landscaping	\$9,915.00	\$11,765.34	\$13,200.00
	Legal/Acct./Banking	\$2,987.89	\$505.00	\$1,850.00
	Taxes/Fees	\$1,879.02	\$1,972.08	\$1,850.00
	Reserve Acct Funding	\$1,000.00	\$1,000.00	\$1,000.00
	Insurance	\$550.00	\$550.00	\$550.00
	Misc.	\$494.31	\$260.51	\$400.00
	TOTAL EXPENSES as of 11/26/19	\$16,826.22	\$16,052.93	\$18,850.00
	Operating Account Balance as of 11/26/2019		\$9,350.87	
	Additional Expected Expenses in 2019			
	TPS (Grass Treatment #2, winter fertilizer/weed control)		\$229.13	
	Fire Dept.		\$25.00	
	Total Additional Expected Expenses in 2019		\$254.13	
	Operating Account Balance projected on 12/31/19		\$9,096.74	

THE VIEWS OF ASHEVILLE HOA				
2019 INCOME & EXPENSE SHEET (RESERVE ACCOUNT)				
1/1/19 BEGINNING CASH BALANCE		\$5,853.53	\$5,912.72	
		2018	2019	
		TOTAL	TOTAL	
INCOME/TRANSFER				
	Interest Income	\$2.21	\$1.29	
	Annual Funding	\$1,000.00	\$1,000.00	
	TOTAL INCOME	\$1,002.21	\$1,001.29	
	Balance Before Expenses	\$6,855.74	\$6,914.01	
EXPENSES				
	Stormwater System	\$943.02	\$6,677.94	
	TOTAL EXPENSES	\$943.02	\$6,677.94	
	Reserve Account Balance on 11/26/2019		\$236.07	

THE VIEWS OF ASHEVILLE HOA				
2019 INCOME & EXPENSE (OPERATING ACCOUNT) 12/31/19				
Beginning ACCOUNT Balance 1/1/19			\$6,630.24	
		2018	2019	2019
		TOTAL	TOTAL	BUDGET
ANNUAL INCOME				
	Dues	\$15,950.00	\$18,770.75	\$18,850.00
	Non-dues (Account Interest Thru 10/31)	\$5.47	\$3.18	
	TOTAL INCOME	\$15,955.47	\$18,773.93	
EXPENSES as of 11/26/2019				
	Landscaping	\$9,915.00	\$11,915.34	\$13,200.00
	Legal/Acct./Banking	\$2,987.89	\$505.00	\$1,850.00
	Taxes/Fees	\$1,879.02	\$1,972.08	\$1,850.00
	Reserve Acct Funding	\$1,000.00	\$1,000.00	\$1,000.00
	Insurance	\$550.00	\$550.00	\$550.00
	Misc.	\$494.31	\$260.51	\$400.00
	TOTAL EXPENSES as of 12/31/19	\$16,826.22	\$16,202.93	\$18,850.00
	Operating Account Balance as of 12/31/2019		\$9,201.24	

THE VIEWS OF ASHEVILLE HOA				
2019 INCOME & EXPENSE SHEET (RESERVE ACCOUNT) 12/31/19				
1/1/19 BEGINNING CASH BALANCE		\$5,853.53	\$5,912.72	
		2018	2019	
		TOTAL	TOTAL	
INCOME/TRANSFER				
	Interest Income	\$2.21	\$1.14	
	Annual Funding	\$1,000.00	\$1,000.00	
	TOTAL INCOME	\$1,002.21	\$1,001.14	
	Balance Before Expenses	\$6,855.74	\$6,913.86	
EXPENSES				
	Stormwater System	\$943.02	\$6,677.94	
	Service Charge		\$15.00	
	TOTAL EXPENSES	\$943.02	\$6,662.94	
	Reserve Account Balance on 12/31/19		\$220.92	

Attachment 4: HOA 2020 Budget (Accepted as Proposed)

HOA 2020 Budget (Accepted as proposed)				
			as of	projected on
HOA ACCOUNTS BALANCE			11/26/19	12/31/19
	Operating Account		\$9,350.87	\$9,096.74
	Reserve Account		<u>\$236.07</u>	<u>\$236.07</u>
	Total		\$9,586.94	\$9,332.81
2020 INCOME				
	Annual Assessment of \$650 (no increase from 2019)			\$18,525
2020 OPERATING ACCOUNT EXPENSES				
	Landscaping			\$12,363
		TPS Landscaping Contract		\$9,049
		Includes Mow, Edge, Blow every 7 days, Bed Maintenance, Pruning along DVD, storm water ditch inspections and upkeep		
		Grass maintenance / rejuvenation (3xWeed/Fertilizer, Lime, Aeration/Seed)		\$1,847
		Landscaping Improvements to HOA common land (TBD, could be Mulch or entrance improvements)		\$467
		Arborist - Tree and invasive vine pruning/removal (storm damage, disease, appearance along DVD)		\$1,000
	Legal, Accounting, Banking			\$1,850
		Tax Prep (Dixon Hughes)		\$350
		Legal Advice (Dungan Law)		\$1,500
	Taxes / Fees			\$2,070
		Stormwater System		\$2,070
	Insurance			\$600
		Nationwide		\$600
	Miscellaneous Expenses			\$142
		HOA Website		\$10
		Postage/Supplies		\$57
		Annual Meeting		\$25
		Sweeten Creek Assoc of Neighborhoods Dues		\$50
	Reserve Account funding			\$1,500
	Total Operating Account Expenditures			\$18,525
2020 RESERVE ACCOUNT EXPENSES				
	Storm water system			TBD

Landscape Presentation to HOA for 2019 – on 4 DEC at 7 pm

Landscape guidance

- Posted to the HOA Website the updated HOA Policy #1, Landscape Guidelines (revised Appendix 2: Agreements between the HOA and Homeowners)

New Landscaper – TPS – The Potting Shed

- Overall the new contractor is doing an excellent job executing their duties. We have walked the area several times with them to monitor their performance and they have been very responsive.
 - Grass cut weekly and leaves / debris blown off street
 - Drainage culverts cleared of debris and dug out as scheduled
 - Periodic tree trimming as required to keep road free of obstacles
 - Trimming of all bushes in the established HOA flower /shrub beds
- Arranged 3 lawn treatments this year as well as Aeration with Over-seeding this past Fall. We plan for 4 lawn treatments next year
- Did not mulch this year due to cost -- \$966.00. We propose we examine the beds and turn mulch where there is plenty and add to those areas that are needing it. To keep costs down we plan to contract to have mulch delivered and spread it ourselves. We will look for volunteers to help in the Spring with this project.

Arborists:

- Appalachian Arborists treated several Hemlocks for Hemlock Woolly Adelgid in April
- Appalachian Arborists continued with the invasive species eradication -- \$1,900 was put toward this effort. That allowed us to complete the work on Lots 1, 2 and 3.
- 1 Dead Oak tree removed on HOA property by Newcomb Tree Service near 111 DVD (\$850)
- 3 Trees (2 poplar and 1 Locust) cut down in large drainage basin by Newcomb Tree Service to allow the repair to the large drainage basin below 77 DVD (\$550)

Landscape Requests:

- Coordinated with homeowners and the HOA board for landscape requests for
 - 84: crown reduction of evergreens behind house
 - 88: removal of the large cedar tree in front yard
 - 91: evergreen trees crown reduced to improve their view
 - 93: one tree crown reduced, and one removed
 - 95/97: several trees crown reduced, and poplar and locust trees removed
 - 100: requested landscaping to (1) increasing the size of the mulched bed that is south of the driveway entrance (the expanded area is outlined with rocks) and planting new shrubs and (2) planting a dwarf blue spruce cultivar (max height of 20 feet) next to the driveway.

Open Actions:

- Contracted with Lonnie Hargrove to make repairs to the DVD subdivision sign – estimate is \$381 – He removed the rotted wood on the top of the wooden beam, applied something like wood

putty the top to stop the decay of the wood, placed a metal covering over top to prevent further erosion and painted the sign and the metal with Rust oleum and keep the color the same.

- Once the filler sets up in another 2 weeks he will remove the metal covering, paint the wood, cut back the metal in the front to provide a 1 ½ in overhang and put metal screws in every inch to make a clean look. He will then repaint it with a semigloss.
- Continue invasive species eradication in other parts of the HOA common area
- Address the "girdled" Maple tree problem on HOA property – decide whether attempts by landscaping committee were successful or if further attempts to save trees should be conducted by arborists
- Proposed projects requiring volunteers to keep costs down:
 - Develop a plan and budget for adding solar or battery powered lighting to the front sign
 - Move rose bushes from in front of the sign to other side across the street in late March
 - Move azalea bush from bedding across from 87 to entry to the left side entry in late March
 - Put down mulch where needed and turn mulch in the 6 common areas sometime mid to late April