

VEPOA BOARD MEETING

April 29, 2026

Attending Board members: Eric Camplin, Mark Thompson, Joseph Arthur, Erica Martin, David Horn, and Chad Harmon. Kim Hill and Carl Bowser attended by Zoom.

Community members: Attendance not taken.

Location: The meeting was held at the Moneta Public Library.

Meeting opened: 7:03 PM.

Approval of minutes

Minutes from the previous Board Meeting: Eric asked for a motion to approve minutes.

Motion by Mark Thompson. Erica Martin seconded; All approved.

President's Remarks

- Preparing for the annual meeting.
 - There will be a picnic this year. Janine Camplin is taking charge.
- Ballot ready for four board openings in June:
 - Includes replacement for Kim Hill's 1-year appointment.
 - There are three 3-year and one 1-year positions.
 - Should we allow candidates to limit themselves to running for the 1-year position?
 - Board can opt for only filling the full-time positions and appoint a 1-year if needed.
- All Higgins will head the Teller committee again.
- Pool repairs are up to date. Water installed
- Follow-on board meeting will be perfunctory.

Reports and Old Business

Treasurer – Carl Bowser

- Carl presented the P&L for last year.
- Pool repairs were above expectations due to water damage.
- Most of the water damage (\$28,944.99) was covered by insurance (\$26,851.40) leaving a balance of \$2,093.59 paid from contingency funds (\$1,000 copay and costs not covered by insurance).
- Ongoing pool maintenance payments stopped in February
- Snow removal higher than normal (see P&L)
- No deer harvesting claims to date
- 10 properties with unpaid dues, including 1 at 11 years and another at 2 years.
- According to legal advice, the county proceeds against delinquent taxes after 3 years using TACS.
 - Details in the Treasurer's Report appended to the minutes
- P&L also appended.
- Interest in electronic payment methods continues and options were discussed. Carl will follow up.

Motion to accept the budget by Mark Thompson. Erica Martin seconded; All approved.

Vice President – Chad Harmon

- A detailed Bylaw Amendment Ballot and full description document are also appended.
- Ballots need to go out in the next week.

Motion to accept the budget by Mark Thompson. Erica Martin seconded; All approved

Architectural Committee – Joseph Arthur

- New house on section 1, lot 5 on Little Creek is under construction.
 - The same builder has made a partial submittal for section 1, lot 72, with a different design
 - The same builder has purchased section 1, lot 4.
 - Note: all houses will have a different design
 - Builder is same as Hickory Hill Road new-builds
- Post construction is not being supported by builders in accordance with our standards.
 - Performance bond is an option to motivate builders. \$20,000 a good option
- Road impact fee needs to increase as well.
- Both of these can be done by the board in June.

Grounds Committee – Mark Thompson

- One additional sign to be installed at the boat launch
- Bad fence posts will be replaced soon.

Pool Committee – Kim Hill

- We lost our maintenance staff, but agree to a mix of twice-weekly professional service and all other service by volunteers for now.
- Auto cleaners being reviewed
- Secure access alternatives also being considered.
- Suggest AED as a best option.
- Found issues with chemical staining of the plaster. After 12 years its end-of-life. Acid wash is also due or overdue. Tile replacement is needed at some point. Pool surround needs regular resurfacing as well.
- Well pump plug housing needed as well.
- We need to advance-budget for ongoing maintenance. Treasurer will accept inputs from other committees and estimate what changes to annua dues are needed to cover expected expenses.

Roads Committee – Mark Thompson (Temporary)

- Looking for a smaller paving vendors to provide quotes for road maintenance – paving by larger vendors.
- Need to revise road impact fees based on experience.

Communications – Erica Martin

- Cleaning up the email service and the directories for committees.
- Handoff of passwords and accounts as new people are assigned may need a professional option to maintain. Chad and Erica will review.

Social Committee –

No report

Old Business

None

New Business

Private Swimming Pool –

- Probably not allowed but should be stated in the Architectural Guidelines

Board Election –

- Ballots out this week.

Modify a Greenway – between Scarton properties

- Land swap requested to aid perking the undeveloped lot
- Lot for sale. Realtor told by someone that the lot won't perk. It has not been tested
- Most greenways are fixed as drainage zones, including the one separating the Scarton properties.
- VEPOA owns a dock that terminates a greenway
 - Not easily usable at this time due to lack of upkeep
 - Access is steep and not user friendly. Overgrown and possibly a home to snakes.

Next meeting – Annual Membership Meeting

Scheduled for June 6, 2026 at the Village East Poolhouse

- Annual meeting will be followed by the picnic and the board meeting.

Adjournment

Motion to adjourn the meeting at 8:55PM. By David. Second by Erica. All agreed.

Addenda

Treasurer's Report (3 pages)

VEPOA Profit & Loss (2 pages)

Bylaw Amendment Ballot (4 pages).

VEPOA Board meeting 4/27/2026

Treasurer's report

General Comments:

- Profit and Loss statement as of 4/23/2026 shows we are in line with last year this time with a few differences. Snow removal (first time necessary in three years), Pool furniture expenditures, Clubhouse repair (all but \$1000 deductible reimbursed through insurance). We stopped making \$1000 monthly payments in January to our pool maintenance team and will restart when we hire another firm. Expected payments for deer harvesting never materialized.
- As of 4/22, there were 12 properties with unpaid dues. \$40 late fees have been added to these accounts and new statements were sent out, resulting in some checks coming in and new contact data confirmed.
- Two long term delinquent accounts – CEB had a consult with Steven R Grant, an attorney in Bedford on options going forward. Recommendation is to continue to monitor situation for the time being. See attached report on that consult.
- A number of VE owners have expressed interest in paying dues in other ways than by check. VISA card payments are convenient as they can be done over the phone but carry a surcharge of around 3%. Venmo could be an option. If the board wishes, I can investigate further on how this can be implemented.

Current balances as of 4/22/26

| | |
|-----------|--------------|
| Checking: | \$58,225.83 |
| Reserve: | \$169,351.44 |
| CD: | \$54,705.07 |
| Debit: | \$331.56 |
| TOTAL: | \$282,613.90 |

Carl Bowser, VEPOA treasurer

VEPOA board meeting 4/27/2026

Report on lawyer consultation re: 2 delinquent properties

Steven R Grant, Atty Bedford Co.

4/16/2026 meeting with Carl Bowser, Treasurer VEPOA. Goal: determine options going forward with two properties with long-term nonpayment of dues, one 3 years (lot 1), one 12 years (lot 2). If option is for VEPOA to initiate lawsuit, how is it initiated and how does it proceed? What are chances for success, payment of outstanding balances? How are liens handled in the case of forced sale? Is our goal really to get a more responsible owner of these properties instead of recovering the outstanding balances?

Atty Grant began by accessing the Bedford Co tax records and found that both owners have not paid county taxes. In the case that this goes beyond three years, the county hires TACS, a lawyer firm dedicated to collecting delinquent taxes for municipalities, to initiate a suit for payment. If they are unsuccessful within 6 months, the property is seized and put up for tax (sheriff's) sale. Lot 1 is two years behind, lot 2 is four years behind and has been referred to TACS for processing. Atty Grant's recommendation is to allow time for this process to play out with lot 2 and keep an eye on lot 1 to see if that is referred next year. He states that most of the time, owners will walk away from fighting foreclosure because they also get out of payment of liens or unpaid dues to HOA's like ours. Any funds from the sale of the property is divided first to TACS for their efforts, second to the Bedford tax authority, and lastly divided among any lien holders in order of age (first filed, first paid) until the funds are exhausted. Thankfully, in the case of lot 2, our previous treasurers were diligent in filing and documenting liens going back ten years.

I asked what happens if the lot owner pays the outstanding tax balance as a result of TACS pressure; in that case, he would recommend VE file suit and see if we could prevail. He advises that that is very expensive, time consuming, and likely to cost more than any funds we could recover. Indeed, lot 2 was served with such a suit initiated by Village East in 2020, which was ultimately dropped due to the cost and because the home owner promised to sell the property to resolve the matter. As an incorporated entity in Virginia, we have to engage a lawyer to represent us instead of attempting to handle this ourselves.

My recommendation at this time is for Village East to maintain a close watch over the proceedings between TACS and the homeowners of lot 2. As a lien holder on the property, we will get notices of whatever resolution is reached; as of now, I haven't seen any such correspondence which has been sent to our PO box. I will continue to monitor lot 1 for referral to TACS next year.

My main goals are:

1. Payment from the present homeowners of outstanding balances due
2. Receipt of partial payment due and change of ownership to a more responsible party through actions led by Bedford Co tax division via TACS
3. Receipt of any funds and change of ownership to a more responsible party through legal action initiated by VE.

For twelve years and through four different VE treasurers, Lot 2's owners have manipulated the system to avoid paying their rightful portion of our yearly budget, to the accumulated tune of \$5150. It is hopeful that Bedford county can resolve this matter and we benefit without a costly and drawn out process. However, I truly believe it would be worth the effort and cost to proceed with a suit if necessary.

Carl Bowser

2:10 PM
04/23/26
Cash Basis

Village East Property Owners Association
Profit & Loss
January 1 through April 23, 2026

| | Jan 1 - Apr 23, 26 |
|--------------------------------|--------------------|
| Ordinary Income/Expense | |
| Income | |
| Dues | |
| Annual Dues | 85,288.00 |
| Late Fees | 0.00 |
| Total Dues | 85,288.00 |
| Fees | |
| Real Estate Packets | 300.00 |
| Fees - Other | 2,850.00 |
| Total Fees | 3,150.00 |
| Interest | |
| Reserve Money Market | 82.31 |
| Total Interest | 82.31 |
| Total Income | 88,520.31 |
| Gross Profit | 88,520.31 |
| Expense | |
| Professional Fees | 1,800.00 |
| Bank Service Charges | 7.00 |
| Administrative | |
| Legal Services | 375.00 |
| Telephone | 94.48 |
| Utility | 192.83 |
| Postage & Shipping | 438.72 |
| Office Supplies | 90.08 |
| Bank Service Charges | 48.75 |
| Dues and Subscriptions | 1,149.00 |
| Total Administrative | 2,388.86 |
| Club House | |
| Repair & Maintenance | 28,944.99 |
| Total Club House | 28,944.99 |
| Pool | |
| Caretakers / Ins. | 2,000.00 |
| Supplies & Chemicals | 1,699.79 |
| Upkeep Pool & Grounds Fee | 168.44 |
| Total Pool | 3,868.23 |
| Grounds | |
| Grounds - Other | 184.70 |
| Landscape Repair & Maint. | 2,331.96 |
| Total Grounds | 2,516.66 |
| Roads | |
| Snow Removal | 3,400.00 |
| Total Roads | 3,400.00 |
| Total Expense | 42,925.74 |
| Net Ordinary Income | 45,594.57 |

2:10 PM
04/23/26
Cash Basis

Village East Property Owners Association
Profit & Loss
January 1 through April 23, 2026

| | <u>Jan 1 - Apr 23, 26</u> |
|----------------------|---------------------------|
| Other Income/Expense | |
| Other Income | |
| Insurance Claim | 26,851.40 |
| Total Other Income | 26,851.40 |
| Net Other Income | 26,851.40 |
| Net Income | <u>72,445.97</u> |

VILLAGE EAST POA

Official Bylaw Amendment Ballot

Dear Village East Resident,

The Board of Directors is requesting your vote on a proposed bylaw amendment that would establish a formal enforcement process for violations of our Architectural Guidelines and protective covenants.

Based on feedback from last year's vote, this ballot now includes the COMPLETE proposed bylaw text and enforcement process so you have all the information needed to make an informed decision. Please read the full proposal below before casting your vote.

Why This Amendment Is Being Proposed

The Board has identified a growing concern regarding violations of the neighborhood's protective covenants and bylaws, particularly the Architectural Guidelines. While many infractions are minor, some major violations have been observed. Currently, the Board lacks effective means to address these issues.

This amendment would empower the Board to manage infractions and enforce compliance short of placing a lien on a property, which will always remain the last resort if an infraction is not resolved.

Full Text of the Proposed Bylaw Addition

The complete text below — including the Virginia law statement, enforcement process, and fine structure — would be added to the Village East Bylaws if this amendment is approved. Please read it carefully before voting.

Virginia Law Statement

“Under Virginia law, HOAs can fine property/homeowners for violating its rules. The HOA must give the property/homeowner notice and an opportunity to correct the violation. Charges or fees may not exceed \$50 for a single offense or \$10 per day, for up to 90 days, for any continuous offense. If fees or assessments go unpaid for 60 or more days, an HOA may suspend a member’s access to facilities or services. These can include utility services, provided directly through the association, if the suspension does not endanger the health, safety, or property of any owner.”

Enforcement Process

1. Reporting Violations: Any member who believes another member has violated a

rule may submit a written grievance to the appropriate committee chair or Board member responsible for that category.

2. **Initial Review:** The Board member will review the grievance to determine its validity. If they agree a violation has occurred, they will attempt to resolve the issue directly with the member in question.
3. **First Notice:** If no verbal resolution is reached, a formal letter will be mailed to the offending property owner, requesting compliance with Village East governing documents by a specified date.
4. **Second Notice:** If no response is received by the specified date and the violation persists, a second letter will be sent via certified mail, again requesting compliance.
5. **Board Involvement:** Should the member fail to respond by the second specified date and the violation continues, the committee chair will inform the Board of Directors about the noncompliance, detail the outreach efforts made, and propose alternative solutions or request a Board vote to issue a formal fine.
6. **Fine Issuance:** If approved by the Board, a fine will be issued via certified letter, signed by both the committee chair and the president, in accordance with existing Virginia law.
7. **Lien (Last Resort):** If, after all of the above steps, the violation remains unresolved and any fines or assessments remain unpaid, the Board may vote to place a lien on the property. A lien will only be pursued as a last resort and requires a separate, formal Board vote.

Fine Structure and Enforcement

The enforcement process will utilize the existing Architectural Guidelines document as the basis for identifying infractions that can be subject to enforcement actions. A designated Board member, working in coordination with the Architectural Committee, will be responsible for assessing enforcement needs and determining appropriate fines based on the severity of each issue, in accordance with Virginia law.

This approach ensures that:

- All enforcement actions are grounded in the established Architectural Guidelines, providing clarity and consistency for homeowners.
- The assessment of violations and determination of fines involves both Board oversight and the expertise of the Architectural Committee.
- Fines can be tailored to the specific nature and severity of each infraction, allowing for a more nuanced and fair enforcement process.

The fine structure will adhere to the limits set by Virginia law, as outlined in the Virginia Law Statement above, while allowing for flexibility in addressing the range of potential violations

outlined in the Architectural Guidelines.

Key Safeguards for Homeowners

Here are the most important protections built into the bylaw text above:

- You will always receive notice and an opportunity to correct any alleged violation before being fined.
- Two written notices (the second by certified mail) are required before the matter is escalated to the full Board.
- A fine cannot be issued without a formal Board vote.
- All fines must comply with Virginia law: maximum \$50 for a single offense, or \$10 per day for up to 90 days for a continuous offense.
- Suspension of services applies only after 60+ days of unpaid fees, and never if it would endanger health, safety, or property.
- A lien on your property remains an absolute last resort, used only if all other steps fail to resolve the violation.

OFFICIAL BALLOT

After reviewing the proposed bylaw text and enforcement process above, please indicate your vote by marking **ONE** of the boxes below:

YES — I approve the adoption of the proposed bylaw amendment.

I have read the full bylaw text and enforcement process and support its adoption.

NO — I do not approve the adoption of the proposed bylaw amendment.

I have read the full bylaw text and enforcement process and do not support its adoption.

Homeowner Information

Your vote will be kept confidential. The information below is required to verify eligibility.

Name: _____

Property Address: _____

Phone (optional): _____

Email (optional): _____

Signature: _____

Date: _____

Submission Instructions

- Mark **ONE** choice (Yes or No) above.
- Complete the homeowner information section and sign the ballot.
- Return this ballot to the POA office by [DATE REQUIRED] or submit it at the next Board meeting.
- All residents are strongly encouraged to participate — your voice matters.

Thank you for your input in maintaining the quality of our community.