



AMHOA MEETING MINUTES

To: AMHOA Board
From: Joni Lawler - Secretary Subject:
Board Meeting – 10/13/2020

Attending: Neil King, Pete Goodson, Joanne Milbourn, Ken Lugo, Paris Eldridge and Joni Lawler Amy Wallace did not attend due to a death in the family

Neil King opened meeting at 7:01 PM

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Finance Update

1st Quarter Year to Date:

Pete Goodson

- Pete presented YTD financial report and budget for 2020-2021 fiscal year (attached)
- Total expenses of \$20,069 vs. budget of \$101,525
- Net income for the period is \$64,420
- Checking account cash balance is \$200,601
- Remaining road budget is \$79,350 under budget
- Milbourn - noted the \$2,650 in culvert and tree maintenance should be booked to berm, mowing and maintenance and the \$8,000 in road maintenance was the Wallace settlement. Both charges were incurred last fiscal year therefor should be booked against last years monies and not this year's budget. King pointed out that these issues occur due to being on a cash basis accounting and not a calendar year
- King again encouraged the Board to consider changing the fiscal year to a calendar year

Motion to accept the financial report made by Lawler and seconded by Milbourn. All in favor

Motion to approve the budget made by Lawler and seconded by Eldridge. All in favor

Road Committee:

Joanne Milbourn

Milbourn asked minutes to reflect: Chairman is very appreciative and confident of Road Committee. They have stepped up, are thoughtful and have brought good ideas to the table.

Recommendations from Road Committee:

- Milbourn submitted a detailed report from the Road Committee together with their recommendations and copy of a sample contract from contractor Smith and Lloyd. She noted the

report required further revisions as some of the work items were not yet priced

- Committee reviewed last years recommendations, made some revisions and reviewed the plan with contractor Smith and Lloyd
- Confident Smith and Lloyd is capable and qualified
- Complete all ditch, berm and culvert repairs not completed for last fiscal year at not to exceed cost of \$65,000 (noted that \$100,000 remains from fiscal 2019-2020 budget and an additional \$76,000 allocated in 2020-2021 budget)
- Goal to complete needed retaining walls before December and start ditch work in January
- Next step to focus on immediate paving needs using fiscal 2020–2021 budget and residual carry over monies form last year after maintaining a \$30,000 reserve
- Committee’s goal is to develop a 5 year plan for road improvements

Motion to approve a maximum of \$65,000 made by Lugo and seconded by King. All in favor

Winter Maintenance:

- Smith and Lloyd will also be used to perform necessary winter maintenance under separate contract
- Committee to develop a scope of work and who will be the primary contact with contractor

Gate:

Ken Lugo

- We are monitoring operation and all seems to be working well at this time
- Seeing Eye sensor has been installed on the entrance side of the gate
- Problems with gate damage seems to be isolated to vacation renters and temporary contractors who do not have the gate code
- Lugo has a list of regular vendors servicing our community that have assigned gate codes
- The SOS mechanism has also been replaced (SOS is the gadget where emergency vehicles can open the gate by using their siren)

Old Business

Approvals/actions occurring since last meeting and included in these minutes

- Camera system installation was approved 7/17/2020 and since installed
- Paving of gravel portion of Mountain Lily Ridge by owner Mike Verble was approved 9/17/2020. This work has since been completed at owners expense

Management Company:

- At the last Board meeting King suggested the Board should consider retaining a Management company. Issue was tabled. Discussion ensued regarding scope of assignment, costs and next steps. Advantages include relieving Board members and volunteers of much of the hands on work required to maintain the roads, gate, financial accounting, collection of dues and reporting
- We would ask for proposals, scope of work and costs
- Suggested we should develop a scope of work, source prospective companies and solicit proposals. Also good idea to contact other area HOA’s and find out how they handle their communities

Motion to further explore made by Milbourn and seconded by King. All in favor

Road Improvements

- At the last Board meeting King submitted two motions for Board consideration to further clarify the policy regarding further improvement of roads beyond what was turned over by the developer. Issue was tabled. Further discussion surrounding this issue ensued
- All agreed we need more clarity and a written policy.
- Board considered King's motions that were tabled

Motion made by Milbourn and seconded by King as follows:

"Move to reaffirm that HOA is not obligated to further "improve" road right of ways beyond the condition received at turn over by developer, nor pay for any expenses associated with further improvements. Furthermore, the HOA is not responsible for providing utility services of any kind, in any manner, to any lot, or pay for any expense associate with such utilities. Should a property owner(s) wish to further improve road right of ways providing access to their property(s) beyond the condition which existed at the time of turn over by the developer, or the condition existing at the time of purchase ("the Further Improvements"), they may do so provided; i) the Board is first notified in advance of such desire, in writing; ii) the owner(s) agree to comply with reasonable specifications and requirements relating to construction materials, methods, drainage and surfacing, and iii) the owner(s) pay for all costs associated with the Further Improvements. Board shall be given a reasonable period of time (not less than 20 business days) to respond to any such request and to provide their requirements for construction of the Further Improvements. Upon completion of the Further Improvements (to the Board's satisfaction), the HOA will thereafter endeavor to maintain said right of way(s) in reasonable condition and in a manner consistent with then current policies and procedures employed by the HOA relating to annual road repair assessments."

Motion was approved unanimously. This will be included in the construction requirements and posted on the website

New Business

Lady Slipper Trail Mail Boxes

- Milbourn pointed out that the mail box structure for Lady Slipper Trail and Mountain Creek residents is near capacity and in disrepair. Eldridge will contact a contractor who has done work on these structures in the past and get a price to repair and expand

Short Term Rentals

- Goodson brought up allowing short term rentals. Currently the covenants restrict any rentals for a term less than 3 months. Any change would require an amendment to the restrictive covenants by vote of the membership. Board was asked to further consider the pros and cons and discuss at the next Board meeting

Road Safety

- Owner Dave Morrison previously requested Board consideration to improve road safety by adding additional mirrors and/or speed limit signs. Milbourn to contact Morrison and advise that the matter

will be considered by the road committee

Next Board meeting is scheduled for Tuesday, January 12, 2020 at 7:00 PM. Location TBD

Adjournment 8:56PM

AMHOA BOARD MEETING AGENDA

October 13, 2020 - 7:00 PM

**Red House Gallery
310 W State Street
Black Mountain, NC 28711**

- 1. Role Call**
- 2. Financials - Goodson**
 - Financial report - 1st quarter ending 9/30/20
- 3. Road Repairs/Maintenance - Milbourn**
 - Repair plan for last fiscal year ending 6/30/20
 - Berm mowing/trimming/culvert & ditch cleaning
 - Snow removal
- 4. Old Business:**
 - Approvals/actions since last meeting
 - Camera system - approved 7/17/20
 - Paving Mountain Lily Ridge (gravel portion) - approved 9/17/20
 - Recurring gate damages
 - Management company procurement
 - Road improvement motions from July board meeting
- 5. New Business:**
 - Lady Slipper Trail mail boxes - Milbourn
 - Short term rentals - Goodson
- 6. Adjournment**

Alpine Mountain Homeowners Association

1ST Q FY 20-21

July 2020 - June 2021

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
Gate Remotes	62.00		62.00
Monies Collected			
Administration Dues	84,428.00	101,525.00	(17,097.00)
Paypal Service Fees	0.62		0.62
Total Monies Collected	84,428.62	101,525.00	(17,096.38)
Total Income	\$84,490.62	\$101,525.00	\$ (17,034.38)
GROSS PROFIT	\$84,490.62	\$101,525.00	\$ (17,034.38)
Expenses			
General Expenses			
Accounting	2,300.00	3,000.00	(700.00)
Electricity and Misc Operations Expense	597.38	970.00	(372.62)
Gate	4,664.14	1,000.00	3,664.14
Insurance		750.00	(750.00)
Legal Fees	82.50	500.00	(417.50)
Trash Removal	1,775.73	5,305.00	(3,529.27)
Total General Expenses	9,419.75	11,525.00	(2,105.25)
Roads			
Berm mowing/ trimming		3,000.00	(3,000.00)
Culvert & Tree Maintenance	2,650.00	7,000.00	(4,350.00)
Road Repair	8,000.00	76,000.00	(68,000.00)
Winter maintenance		4,000.00	(4,000.00)
Total Roads	10,650.00	90,000.00	(79,350.00)
Total Expenses	\$20,069.75	\$101,525.00	\$ (81,455.25)
NET OPERATING INCOME	\$64,420.87	\$0.00	\$64,420.87
NET INCOME	\$64,420.87	\$0.00	\$64,420.87

From: Neil King <cptnkpk@yahoo.com>
Sent: Thursday, September 17, 2020 2:25 PM
To: Eldridge Paris; Goodson Peter; Lawler Joni; Lugo Ken; Milbourn Joanne; Wallace Amy
Cc: Verble Mike
Subject: Mountain Lily Ridge road paving
Attachments: 20200917104520379.pdf; Untitled attachment 00892.htm

I am forwarding a request from Mike Verble who purchased the Bernstein property at 190 Mountain Lily Ridge Drive on 9/8/20. Mike would like to pave the gravel portion of this road from the upper most switch back above his home down to where it intersects the existing paved road. I have discussed this with Mike at length and asked him to send the following request/information to me so I could forward it to the board for action. I think it is self explanatory and he is willing to pay all the cost associated with this work.

I can see no reason why we should not approve his request and I for one vote yes.

Mike is anxious to do this work so your prompt consideration and response is requested.

Neil King
(904) 669-9613

Begin forwarded message:

From: Mike Verble <cmverble@gmail.com>
Subject: I am sharing '20200917104520379' with you
Date: September 17, 2020 at 1:55:14 PM EDT
To: Neil KING Alpine Mountain HOA <cptnkpk@yahoo.com>
Cc: Mike Verble <cmverble@gmail.com>

Neil, please see attached certificate of insurance re the paving project on the graveled road from my property at 191 Mountain Lily Ridge Rd down the road to the point where the road is all paved. This includes reworking the radius areas per my previous text. The existing graveled areas will be same approximate width as where the adjoining paved roads meet the graveled area. The paving includes 2.5 inch asphalt binder and 1.5 inch asphalt topping. Small profile curbing will be added as needed to confirm slope of road drains to existing side ditches.

I am paying for all the work. I would like to start the project next Wednesday subject to HOA approval. I have spoke to Dave and Peggy above me and Ben and Rita below me re the project. It will take approximately 3 days total and the final day there can be no traffic on this section of road.

Please send to HOA and road committee asap so I can enter into contract by tomorrow if at all possible and start next Wednesday.

Thanks much. Glad to be in the neighborhood.

Mike Verble 828.702.8000.

lawlerjm@comcast.net

From: Neil King <cptnkpk@yahoo.com>
Sent: Thursday, September 17, 2020 5:23 PM
To: Verble Mike
Cc: Wallace Amy; Lawler Joni; Eldridge Paris; Goodson Peter; Lugo Ken; Milbourn Joanne
Subject: Paving

Mike - you may proceed with your paving work as the majority of the board have voted affirmatively.

Please be sure to coordinate the work activity closely with your neighbors.

Joanne can you get an email notice out soon?

Thanks

Sent from my iPhone

From: Joni Lawler <lawlerjm@comcast.net>
Sent: Sunday, July 26, 2020 1:16 PM
To: Joni Lawler
Subject: Fwd: Proposal Document

*INSTALLED
8/10/2020*

*BOARD APPROVED
NEIL
JOANNE
PETE
AMY
KEN
PARIS
JONI
7/26
7/26
7/26
7/26
7/26
7/26
7/26*

Begin forwarded message:

From: Neil King <cptnkpk@yahoo.com>
Subject: Re: Proposal Document
Date: July 26, 2020 at 9:08:53 AM EDT
To: Lugo Ken <lugoauffant@hotmail.com>
Cc: Goodson Peter <petegoodson1@gmail.com>, Eldridge Paris <pariseldridge@hotmail.com>, Joni Lawler <jmlawler@me.com>, Milbourn Joanne <joanne.milbourn@gmail.com>, Wallace Amy <apearson0325@yahoo.com>

I agree with the GreenLink proposal with high resolution cameras #1638

Neil King
(904) 669-9613

On Jul 24, 2020, at 9:35 AM, Ken Lugo <lugoauffant@hotmail.com> wrote:

Here is ADT's proposal. This quote is for 4 cameras to get both sides of the gate and the two sets of mailboxes. So, the cost can be adjusted, if we wanted fewer cameras. The ADT rep does think that we would want to invest in some kind of lighting system at the Wildflower Cove mailboxes to get best results there. This would probably be the case with any system. We would have to get an electrician to modify the receptacle enclosure at the gate to accommodate and completely enclose the equipment plug. This may be the case with the GreenLink equipment, as well; we never discussed that, though. The \$40 monthly fee with ADT would be a Service Agreement that would replace any damaged components of the system.

So, I'm not sure if we need to vote on a quote, if we need unanimous agreement on one, majority, or if the Board just wants me to pick one. Please advise. My recommendation would be Quote1638 from GreenLink- cost \$2619.91.

Ken