



Four Seasons Patio Homeowners Association

Annual Meeting

6 June 2018



Agenda

- Determination of a Quorum
- Reading and Adoption of Minutes
- Reports of Officers
 - Treasurer
 - Financial Secretary
 - Common Areas
 - Architecture
 - President
 - Legal Update
 - Budget
 - Proxy & Survey Results
 - Cable Contract
- Election of new Board Members
- Homeowner Comments/ Unfinished Business



Treasurer

(6 June 2017-5 June 2018)

Revenue: \$121,716.89

Cable:	\$52,784.00
Trash:	\$26,334.00
Security:	\$3,643.20
Landscaping:	\$17,388.98
Tree Maint:	\$6,850.00
Fence Repairs:	\$950.00
Misc:	\$1,723.14
Adjustment:	\$2,682.57
Insurance:	\$993.00

Expenses: \$113,348.93

NET Flows: \$8,367.96

As of 5 May 2018:

Checking Account:	\$25,541.28
Reserve Account:	\$19,949.11

Revenue is sufficient to cover expenses for the remaining FY.



Financial Secretary

(Homeowner Association Dues)

- **Annual FY (June 30 to July 1)**
- Any balance not paid on the 30th of June are consider late and added to the new fiscal year – with a late fee of \$10 per late quarter
- Dues can be paid **Monthly, Quarterly, Bi-Annually** or **Annually**
- **Payments are due at the beginning of the pay period.**
 - Annually, Quarterly, or Monthly
- Invoicing
 - Introduced this year
 - Remaining balances from FY-17 were included. (If you think that is an error please help with validation.)
 - Board is working to implement a better payment system (Cost and Ease of use)
 - Suggestions are welcome. I have taken your feedback and made as many improvements as I can with a free invoicing system.



Payment Options

Personal/Cashier's checks information:

Checks are to be made to "Four Seasons HOA". You can now send them two ways

1. By Mail to:

**Four Seasons Patio Homeowners Association
P.O box 6569
Charlottesville, VA, 22906**

2. Hand deliver them to:

**316 Lake Forest Lane
Charlottesville, VA 22901**

3. Online using the FSPHA Website:

Electronic Payments:

If you would like to make a (Quarterly or Monthly) dues payment, please use the link below. You can make a one time payment or elect for a scheduled recurring payment. Please include your mailing address on the form.

Quarterly or Monthly Payment: [Click Here](#)

If you would like to pay the entire annual dues, please use the link below.

Annual Payment: [Click Here](#)

4. Online using the invoice Email link:

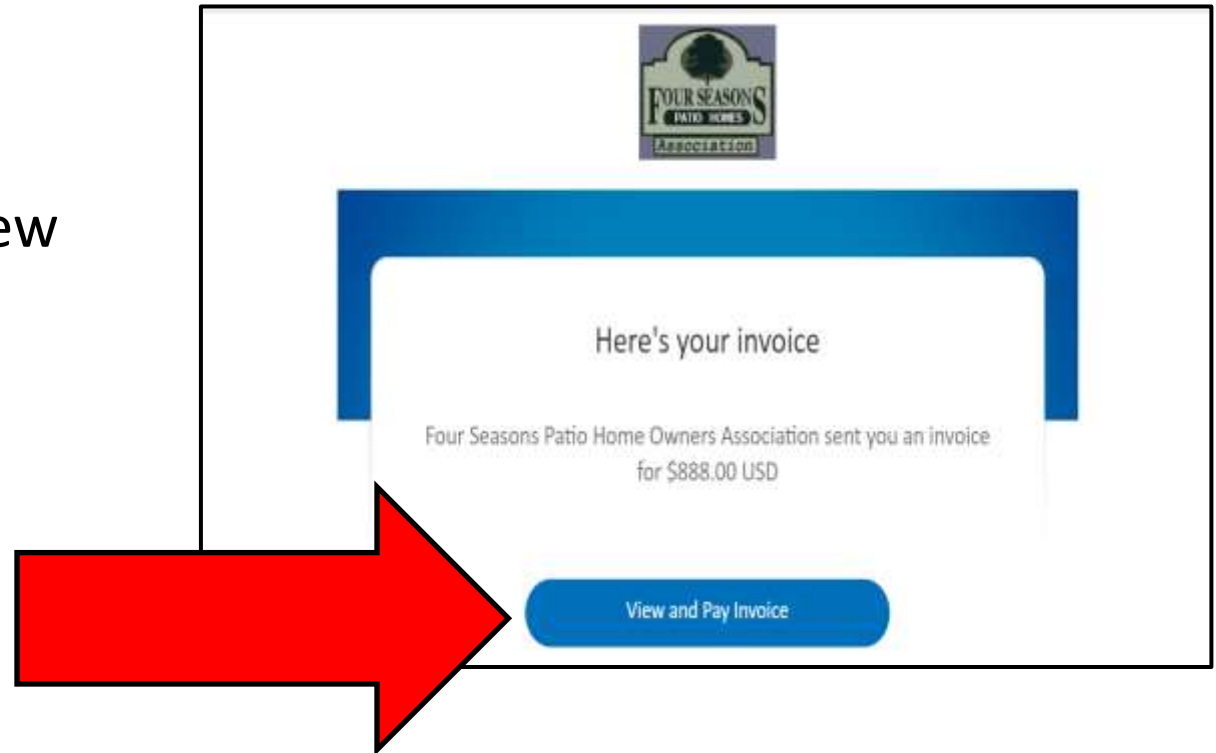


Invoice Instructions

Step 1. Open email from Four Seasons Patio Home PayPal



Step 2. Click View and Pay Invoice button





Invoice Instructions

Step 3. Invoice Opens Select Amount to pay

Invoice Details

Pay amount due: \$888.00

Pay \$

[Pay \\$888.00](#)

This invoice was edited on Jun 6, 2018 at 11:08 AM PDT

INVOICE

Invoice #: 0781
Invoice date: Jun 4, 2018
Reference: AMOUNT DUE IS TOTAL for the year

Amount due: **\$888.00**

Four Seasons Patio Home Owners Association
P. O. Box 6589
CHARLOTTEVILLE, VA 22901
United States
fourseasonshoa22901@gmail.com

Bill To:
regan maloney
376 lake forest lane
charlottesville, VA 22901
United States
regmaloney@gmail.com
+1 804 428-0135

Date	Description	Quantity	Price	Amount
Jul 15, 2018	FY 18 Annual Dues Q1 July - September Q1 payments of 222 due by July 15 late fee assessed on the 16th of July	1	\$222.00	\$222.00
Oct 15, 2018	FY 18 Annual Dues Q2 October - December Q2 payments of 222 due by October 15 late fee assessed on the 16th of October	1	\$222.00	\$222.00
Jan 15, 2019	FY 18 Annual Dues Q3 January - March Q3 payments of 222 due by January 15 late fee assessed on the 16th of January	1	\$222.00	\$222.00
Apr 15, 2019	FY 18 Annual Dues Q4 April - June Q4 payments of 222 due by April 15 late fee assessed on the 16th of April	1	\$222.00	\$222.00

Subtotal	\$888.00
Discount (0%)	\$0.00
Total	\$888.00 USD
Minimum amount due	\$74.00

Notes
Thank you for your payment.

Terms and Conditions
HOA payments are due on the 15th of the first month of the first quarter. Payments made after the 15th will incur a \$10.00 late fee. Members who are 3 quarters or more are considered delinquent and will be taken to court, court fees will be applied to the member.

Powered by



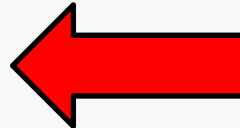
Invoice Instructions

Step 3. Invoice Opens
Select Amount to pay



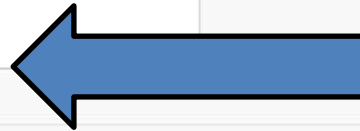
Invoice Details

Pay amount due \$888.00



This represents the total dues for the year – or how much of that you still owe for the year.

Pay \$



This can be customized any amount over \$74.00

Pay \$888.00



Step 4. Click Pay Now





Invoice Instructions

Fill in the form



Click Pay Now.



Four Seasons Patio Home Owners Association

PayPal \$222.00 USD

Country: United States

Expires: CSC

First name: megan Last name: maloney

Billing address

Street address: 316 lake forest lane

Apt., ste., bldg.

City: charlottesville

Virginia ZIP code: 22901

Ship to my billing address

Contact Information

Phone type: Mobile Phone number: +1

Email: kmegmaloney@gmail.com

Pay Now





How to Read the Invoice



Invoice # is unique to each person, please reference when you call me to discuss.

Four Seasons Patio Home Owners Association
P. O. Box 6569
CHARLOTTESVILLE, VA 22906
United States
fourseasonshoa22901@gmail.com

INVOICE

Invoice #: 0161

Invoice date: Jun 4, 2018

Reference: AMOUNT DUE IS TOTAL for the Year

Amount due:
\$888.00

Invoice date will be the original date of the first invoice. It will not be updated every time a new invoice is sent.

**TOTAL
due
for the
year**



Changes to the Invoice

This are the due date for payments.

Invoice Details

Remind Edit More

Jul 15, 2018	FY 19 Annual Dues Q1 July - September Q1 payments of 222 due by July 15 late fee assessed on the 16th of July	1	\$222.00	\$222.00
Oct 15, 2018	FY 19 Annual Dues Q2 October - December Q2 payments of 222 due by October 15 late fee assessed on the 16th of October	1	\$222.00	\$222.00
Jan 15, 2019	FY 19 Annual Dues Q3 January - March Q3 payments of 222 due by January 15 late fee assessed on the 16th of January	1	\$222.00	\$222.00
Apr 15, 2019	FY 19 Annual Dues Q4 April - June Q4 payments of 222 due by April 15 late fee assessed on the 16th of April	1	\$222.00	\$222.00

Subtotal	\$888.00
Discount (0%)	\$0.00
Total	\$888.00 USD
Minimum amount due	\$74.00

This is the **TOTAL** for the year, minus anything paid.

Late Fee Disclosure

Notes
Thank you for your payment.

Terms and Conditions
HOA payments are due on the 15th of the first month of the first quarter. Payments made after the 15th will incur a \$10.00 late fee. Members who are 3 quarters or more are considered delinquent and will be taken to court, court fees will be applied to the member.

Common Areas

FY 2017 - 2018

- Algieri Landscaping: \$16,800 / SAME COST for Next FY
 - 2 visits / month – mostly grass cutting and leaf removal
- Tree Removal – 3 projects \$9,130 total – 83% over budget.
- Invasive Bamboo removal in Areas C, L, F, A

FY 2018 - 2019

- Starting removal of invasive ivy / continue removal of bamboo
- NEW budget has additional money Common Area Maintenance
 - Tree work, Invasive plant removal, fence repairs



Common Areas



Common Areas



Common Areas



Common Areas





Common Areas





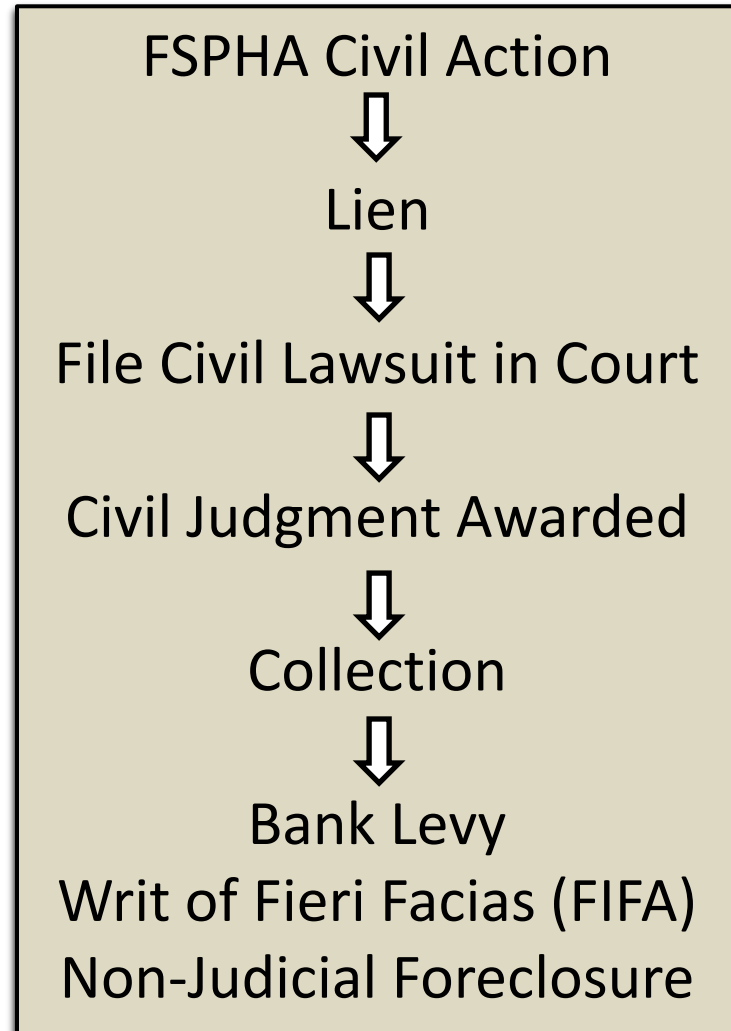
Architecture

- Many updates to your home can be made without approval by the board. Below are the architectural items that **DO NOT** need board approval.
 - Repainting your house (same or similar neutral color)
 - Replacing “existing” windows
 - Planting or removing trees
 - Replacing garage door (neutral color)
 - Front/sliding door replacements (neutral color)
 - Roof replacements (from 3-tab to architectural shingles)
 - Improving your walk way to the home, whether it be replacing the brick with concrete or stones
- All other architectural changes will need to be submitted to the association architectural team for approval.



Legal Update

- Assessment Arrears:
 - Current:
 - 2 Judgments awarded
 - Both making payments
 - Non-Judicial Foreclosure is next step in both cases
 - Pending:
 - 5 Homeowners over 3 quarters in arrears
- Architecture (Breach of Contract)
 - Current: None
 - Pending: None



Budget

Security Contract
Dropped

Trash Contract
increased by (\$5.5K)
annually:
\$31,920.00

Tree Removal Budget
Increased by (\$2K)
\$7000.00

Landscaping visits
increased by 2
(\$1.4K)

Reserve Account
Contribution: (\$3.2K)
annually.

	FY 2017 (1 July 17 - 30 June 18)	Budget A FY 2018 (No Cable) (1 July 18 - 30 June 19)	Budget B FY 2018 (With Cable) (1 July 18 - 30 June 19)
Dues percentage increase/ decrease from FY 17		-32.43%	5.00%
Contract Expenses			
Cable Contract	\$ 55,650.00		\$ 50,243.00
Security Contract	\$ 6,850.00	\$ -	\$ -
Trash Contract	\$ 26,500.00	\$ 31,920.00	\$ 31,920.00
Total	\$ 89,000.00	\$ 31,920.00	\$ 82,163.00
Common Area Expenses			
Landscaping Contract	\$ 16,775.00	\$ 16,800.00	\$ 16,800.00
Tree Removal	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00
Miscellaneous (2 extra landscaping visits)	\$ -	\$ 1,400.00	\$ 1,400.00
Doggie Bags	\$ 100.00	\$ 200.00	\$ 200.00
Maintenance Projects	\$ 3,000.00	\$ 12,780.00	\$ 4,610.00
Total	\$ 24,875.00	\$ 38,180.00	\$ 30,010.00
Admin Expenses			
Website	\$ -	\$ 200.00	\$ 200.00
Electronic Bill Pay (2% of each payment)		\$ 1,600.00	\$ 2,400.00
Attorney Fees	\$ 500.00	\$ 725.00	\$ 725.00
Bank Charges	\$ 25.00	\$ 25.00	\$ 25.00
Contract Insurance	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
Postal Fees	\$ 125.00	\$ 125.00	\$ 125.00
Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00
Office Supplies	\$ 100.00	\$ 100.00	\$ 100.00
Postage	\$ 200.00	\$ 100.00	\$ 100.00
Printing	\$ 200.00	\$ 100.00	\$ 100.00
Total	\$ 2,350.00	\$ 4,175.00	\$ 4,975.00
Expenses Total	\$ 116,225.00	\$ 74,275.00	\$ 117,148.00
Savings Contribution	\$ -	\$ 3,200.00	\$ 3,200.00
Income			
Revenue Needed	\$ 116,225.00	\$ 77,475.00	\$ 120,348.00
Estimated Delinquencies (~3%)	\$ 1,879.00	\$ 2,325.00	\$ 3,662.00
Total Revenue Needed	\$ 118,104.00	\$ 79,800.00	\$ 124,010.00
Total Annual Assessment	\$ 118,104.00	\$ 79,800.00	\$ 124,010.00
Annual Member Assessment	\$ 888.00	\$ 600.00	\$ 932.41
Quarterly	\$ 222.00	\$ 150.00	\$ 233.10
Monthly	\$ 74.00	\$ 50.00	\$ 77.70
		\$ (288.00)	\$ 44.41
		Annual Decrease in Dues	Annual Increase in Dues

HOA Comparison

(Culpeper) Rillhurst HOA

(~65 homes)

Not Professionally Managed

Common Area Maintenance

\$30.00 per QTR

\$10.00 per month

(Albemarle Co) Holly Hill: (300K+)

(120 homes)

Professionally Managed

Common Area Maintenance

Snow removal

\$84.00 per QTR

\$28.00 per month

(Crozet) Bargamin Park:

(43 homes)

Professionally Managed

Common Area Maintenance

Turf Program

126 per QTR

\$42.00 per month

(Crozet) Chesterfield Landing:

Professionally Managed

Common Area Maintenance

Snow/ Trash/ Recycling Removal

165 per QTR

\$55.00 per month

Paton Street: (\$270K+)

(31 homes)

Professionally Managed

Common Area Maintenance

Snow Removal

\$165.00 per QTR

\$55.00 per month

Sunrise Park: (\$270K+)

(45 Homes)

Professionally Managed

Common Area Maintenance

Snow Removal

Mulch once a year

\$176.00 per QTR

\$58.88 per month

Lochlyn Hill: (\$500K+)

(40 homes)

(210 homes planned)

Professionally Managed

Common Area Maintenance

Trash/ Snow Removal

\$185.50 per QTR

\$61.83 per month

(75 attached units)

Trash Removal

\$66.00 per QTR

\$22.00 per month

FSPHA (\$250K+)

(133 homes)

Not Professionally Managed

Common Area Maintenance

Trash Removal

Security Service

Limited Cable

\$222.00 per QTR

\$74.00 per month

Holleymead Walk: (\$300K+)

(29 homes)

(29 more in development)

Professionally Managed

Common Area Maintenance

Trash/ Recycling/ Snow Removal

HOA Insurance

\$270.00 per QTR

\$90.00 per month

Dunloria Forest: (\$500K+)

(99 homes)

Professionally Managed

Common Area Maintenance

Mulch/ Turf Program (No

Mowing)

Playground

Common area electric/water

Snow/ Trash/ Recycling Removal

\$325.00 per QTR

\$108.00 per month



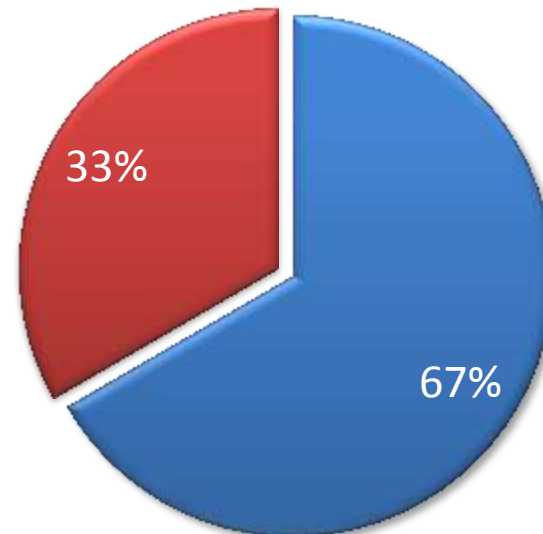
Proxy Update

(Declarations of Covenants, Conditions and Restrictions)

- 119 Votes (89.47%) of all homeowners
 - Poor response rate from landlord homeowners
 - One homeowner did not vote in this section
- Of 133 Homes
 - 59% (79) voted to Update
 - 29% (40) voted to Keep Original
 - 12% (14) did not vote

DCCR Update

- Update Verbiage
- Keep Original Verbiage



Approval from 75% of all homeowners required to update DCCR verbiage. Not enough votes to accept amended verbiage to FSPHA DCCR.

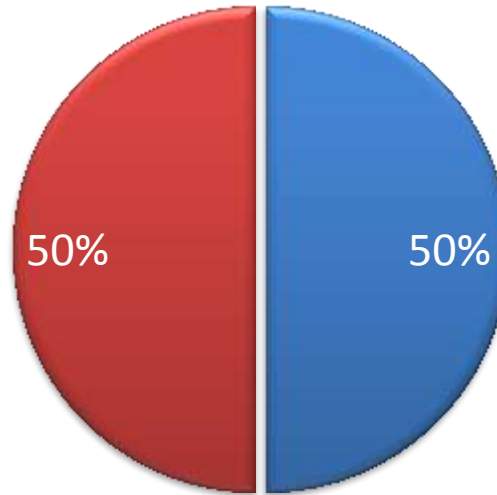


Proxy Update

(Survey Data)

Cable

■ Want It ■ Don't Want it

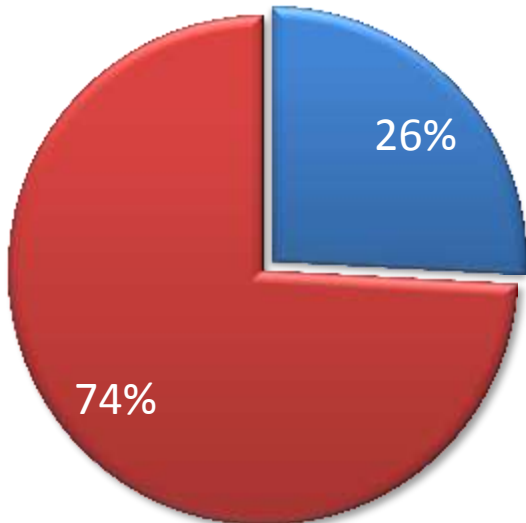


120 Votes

(31) Good Use of Resources
(89) Not a Good Use of Resources

Security

■ Keep ■ Not a Good Use



120 Votes

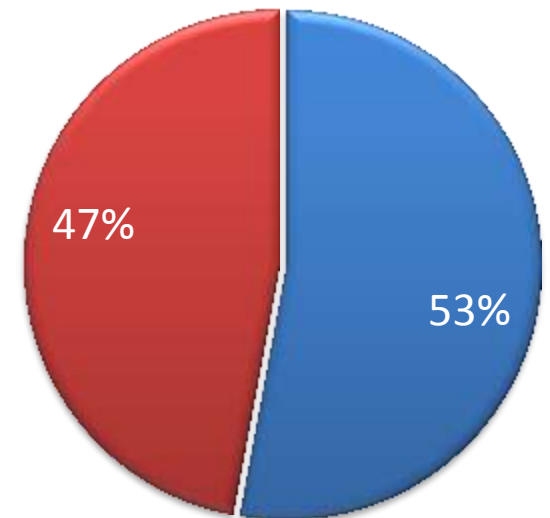
(60) Association Pay
(60) Association Not Pay

119 Votes

(56) Sufficient
(63) Needs Improvement

Common Area

■ Needs Improvement
■ Sufficient





Cable Contract

(Current VS Offer)

- **8 Year Contract (\$445,200)**
- **\$34.87** per home per month
(\$418.44 per year)
 - (x 133 homes) **\$4,637.50**
per month
 - (x 12 months) **\$55,650.00**
per year
- 2 Digital Boxes
- ~30 Channels

- **5 Year Contract (\$251,210)**
- **\$31.48** per home per month
(\$377.76 per year)
 - (x 133 homes) **\$4,184.84**
Per month
 - (x 12 months) **\$50,242.08**
per year
- 2 Digital Boxes
- 345 Channels (Sort of)
 - 125 core channels total
 - 50 Music Channels
 - 7 Latino/ Sports Channels
 - 6 Sports overflow Channels
 - 1 Move Channel
 - **156 HD Duplicates**



Sample: You only have 10 stations in this exert (The other 20 are HD versions of the same channel)

<u>Channel</u>	<u>Station</u>	<u>HD Channel</u>	<u>HD2 Channel</u>
21	CNBC	819	1121
22	MASN2	844	1255
23	MSNBC	818	1311
24	CNN	817	1111
25	CNN HN	816	1112
26	FOXNEWS	820	1110
27	TWC	815	1102
28	USA	823	1403
29	A&E	831	1402
30	LIFE	835	1455
31	E!	833	1466

125 core channels total

50 Music Channels

7 Latino/ Sports Channels

6 sports overflow Channels

1 move channel

156 HD Duplicates



Homeowner Cable Scenarios:

Cable \$34.87

Extra Box: \$2.68

Internet (150mb): \$61.95

(Add) Blast Internet (250mb): \$18.00

Extra Products: \$8.04

Total: \$87.99 (Separate bill from Comcast)

Total: \$122.86 (HOA Cable/ Individual Internet)

Scenario 1:

- Bulk Contract Expires- Homeowner Takes No Action
- Bill from Comcast increases by \$15.00 for current Package
- HOA Comcast fee of \$34.87 dropped

New Total: \$102.99 (Cable and Internet)

\$19.84 dollars saved by doing nothing

Scenario 2:

- Bulk Contract Expires- Homeowner upgrade to Standard package
- Standard 150+ channels and 150mb Internet service, 2 boxes

New Total: \$100.00 plus tax (Cable and Internet)

~\$20.00 saved for this package

- (Add) Blast Internet Upgrade (250mb): \$18.00

New Total: \$118.00 plus tax (Cable and Internet)

~\$4.00 saved for this package

Scenario 3:

- (Add) Digital Preferred Stations (220+ channels): \$10.00

New Total: \$128.00 plus tax (Cable and Internet)

~\$6.00 more expensive for this package

- (Add) All Movie Channels (plus Netflix with the "Blast" Internet upgrade): \$20-\$30.00

New Total: \$148.00 - \$158.00 plus tax

~ \$26.00 to \$36.00 more expense for package



Comcast Offering Snapshot

Cost:	\$49.99	\$102.00
Channels:	100+	
Boxes:	1	
Internet Speed	100mb	

(No Term Agreement)

Standard Double Play

Cost:	\$69.99	\$89.99
Channels:	125+	
Boxes:	1	
Internet Speed	100mb	

(With 2 year Agreement)

Select Double Play

Cost:	\$79.99	\$99.99
Channels:	210+	
Boxes:	1	
Internet Speed	100mb	

(With 2 year Agreement)

Signature Double Play

Cost:	\$99.99	\$119.99
Channels:	219+	
Boxes:	1	
Internet Speed	100mb	

NETFLIX, SHOWTIME, STARZ
(With 2 year Agreement)

Select Triple Play

Cost:	\$99.99
Channels:	210+
Boxes:	1
Internet Speed	150mb
Phone	Unlimited Nationwide

(With 2 year Agreement)

Signature Triple Play

Cost:	\$119.00
Channels:	219+
Boxes:	1
Internet Speed	400mb
Phone	Unlimited Nationwide

Includes NETFLIX, STARZ and Showtime
(With 2 year Agreement)

Super Triple Play

Cost:	\$149.99
Channels:	250+
Boxes:	1
Internet Speed	1000mb
Phone	Unlimited Nationwide

NETFLIX, HBO, SHOWTIME, STARZ, CINEMAX, TMC
(With 2 year Agreement)



Election of New Board Members

- 3 Positions Available
 - Vice President
 - Treasurer
 - Architecture
- 2 Year Position
- Any Volunteers
- Any Nominations

President:	Mr Chris Meadows
Vice President:	
Treasurer:	
Financial Secretary:	Ms Megan Maloney
Common Areas:	Mr Steven Ward
Architecture:	
Secretary:	Mr James (Pat) Abell
Board Member:	Mr Troy Miller
Board Member:	Ms Deborah Kelsey

Special Skills:

Accounting:
Bookkeeping:
Programming:
Carpentry:
Handyman:
Law:



Homeowner Comments or Unfinished Business



Meeting Adjourned

Thank you for your attendance