

MINUTES (DRAFT)

Highgate Greens HOA Board of Directors Meeting

Wednesday, March 7, 2018 | Meeting called to order by Brad Barbour, President

In Attendance

Maria Forgues (Member-at- Large), Michael Childress (Landscaping Committee Chair), Robb Grabb (Vice President), Steve Firestone (Architecture Committee Co-Chair), Lasey & Jayson Griffith (home owners), Eric Westhoff (Past President and Architecture Committee Co-Chair), Brad Barbour (President), Terrina Thomas (Secretary)

Call to Order

The meeting was called to order at 6:40pm

President's Report

- a. Review and discussion of the Reserve Study completed by DLM Architects (605 Thalia Point Rd, VA Beach, VA 23452, 757-510-1165) was conducted. The Board voted and approved the study be moved from draft to final version. Motion by Maria Forgues (Member-at-Large) and second by Eric Westhoff (Past President) and was passed unanimously. Eric will notify DLM Architects that we approved the Reserve Study and get a final version for posting on the HOA website.
- b. Discussion of dues increase by 3% per the Reserve Study's recommendation. The Board voted and approved a 3% increase. Dues will increase from \$245 to \$253 for 2018. Motion by Lasey Griffith (home owner) and second by Maria Forgues and was passed unanimously.

VP's Report

- a. There is only one home on the market in the neighborhood.
- b. Eric Westhoff is meeting with attorney on March 14th to discuss the HOA Declarations & Restrictions documents. At the November 14, 2017 meeting there were questions and concerns about the community's guidelines and the HOA Declarations and Restrictions documents, so the Board contracted with an attorney to do a review. More information is forth-coming.

Treasurer's Report

No report

Secretary's Report

No report – minutes for November meeting were approved at the January transition meeting

Committee Reports

- Landscaping committee – Michael Childress
 - Pruning of the Russian Tea Olive bushes that line the entrance needs to be completed due to overgrowth; Mike has gotten quotes on having two landscaping companies handle this work. The service would run between \$5,200 and \$5,700. After a discussion related to the concern that since the pruning will be so extreme it will expose the yards of the homeowner’s whose property aligns with the entrance, the group agreed that there needed to be follow-up with the homeowners before acting. Therefore, since the bushes should be pruned in the winter, this effort will have to take place next winter. For this season, the board discussed renting a commercial trimmer and lightly trimming the bushes using a volunteer neighborhood group. More follow up is needed on this topic with the home owners effected by the professional pruning and a Facebook post will alert home owners of the need for volunteers once a date is decided upon.
 - Entrance planting will happen in May. Mike will secure flowers of various varieties from Hoyt Horton Nursery in Suffolk (same vendor used previously). Hoyt Horton Nursery offers us plants at an extremely discounted price. There was a motion to approve the flower purchase by Mike Childress, second by Maria Forgues and was passed unanimously.
- Architecture committee – Steve Firestone & Eric Westhoff
 - Updates need to happen so Architecture requests are emailed directly to Eric and Steve. Eric will follow-up with Matt Sargent who manages the HOA Website who can redirect the requests to Eric and Steve away from former Architecture Committee Chair, Darryl Kagel
- Sunshine committee – no report
- Legislative committee – no report
- Social committee – no report

New Business

a. Issue with speeding vehicles in the neighborhood – Lasey Griffith brought up that there are many instances of vehicles (including school buses) traveling too fast in the neighborhood. Maria indicated that her group of neighbors have posted “children at play” signage in their yards to help remind drivers to slow down. There was also mention of school bus speeding that has been reported to the City of VA Beach. The group discussed that since we are not a gated community we do not “own” the roads so we cannot change the speed limits or put in speed bumps. Instead, home owners can share their concerns with the City of VA Beach who may set up a device that measures and displays speeds as the vehicle passes or post police on our roads to issue citations.

Old Business

a. Little Library – Mike Childress will follow-up with Bruce Nye regarding the status of the book swap house for the Little Library. There is a \$50 permit fee and the box will be placed in front of the neighborhood at the first commons area.

b. Neighborhood Yard Sale – Eric Westhoff is coordinating the Neighborhood Yard Sale. He will advertise the April 21st or 28th event in the Virginian Pilot, NextDoor app, Craig’s List and on Facebook; he will also look into any other publications that made sense including the Tidewater Hispanic News so there is widespread advertising.

Adjourn & Next Meeting

Motion to adjourn was made at 7:40 p.m. and was passed unanimously

Next meeting – General Meeting in May, 2018, Brother's Pizza – date to be determined

Respectfully submitted by Terrina Thomas, Secretary

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