



# FSPHA Quarterly Newsletter

May 2018

## Board of Directors

### **President:**

Chris Meadows  
1503 Lake Forest Dr  
(404) 545-2454

### **Vice President:**

Gene German  
1483 Monterey Dr  
(434) 244-0515

### **Treasurer:**

Mary Hackett  
(Non- Member)  
1476 Monterey Dr  
(434) 973-6351

### **Financial Secretary:**

Meghan Maloney  
316 Lake Forest Ln  
(804) 439-0335

### **Architectural Team:**

Richard White  
1481 Monterey Drive  
(434) 293-9491

Deborah Kelsey  
1536 Lake Forest Drive  
(305) 510-7373

### **Common Area Team:**

Steve Ward  
1515 Lake Forest Drive  
(434) 242-2024

Troy Miller  
1533 Lake Forest Drive  
(434) 996-5625

## FSPHA President Summary

Good Day Homeowners. First and foremost, this newsletter is a month late. My sincerest apologies about that. I felt the need to wait for proposed contract information that I was hoping to have had during the month of April but did not receive until May. This release was a onetime delay; subsequent newsletters can be expected on the appropriate release month.

It is getting close to our annual meeting time. [This year's annual meeting will be held at the Northside Library at 6:00pm \(1800\) on 6 June 2018.](#) I hope to see you all there.

The library address is:

[Northside Library-JMRL](#)  
[705 Rio Rd W](#)  
[Charlottesville, VA 22901](#)

The draft budget has been compiled and now needs to be voted on by the association. Typically the board votes on the annual budget but this year, we want your input.

You will have two (2) choices:

Choice 1: Cut the cable contract and reduce overall dues payments (Budget A).

Choice 2: Accept a new cable contract and see annual dues increase during the next fiscal year (Budget B).

The proposed budget details are attached to this newsletter.

The proposed Comcast cable contract can be viewed at your convenience on the association website, [www.fspha.com](http://www.fspha.com). You can expect a proxy vote to occur from 14 to 27 May 2018 to help us make this decision. Please take the time to complete this proxy once you receive it. The proxy will be emailed out on 14 May 2018 to those who are on the email list. Those not on the email list will fill one out in person. A board member will likely come by and have you fill it out.

Over the last quarter, we have had an increase in incidence with homeowners being rude with a few board members. Please keep in mind, our board members are volunteers and donate their time and effort to handle the association's affairs. Things will not always run smoothly, and there will be issues. Expect it. When they occur, my expectation of you is that you will treat every homeowner with dignity and respect, regardless of the position they hold. There is nothing that the association is involved in that cannot be rectified within a few days and with a little patience. If no-one wants to serve on the board because they are treated poorly, then our corporate functions have to be contracted out to a management company, which will cost more money.

Last quarter we discussed the security contract that self-dissolved. At this point the board has investigated the matter and has decided not to resume business with H&H Security. In addition, a suitable replacement company has not been located. We are at a point where we are interested in not re-establishing a security contract at all. Homeowners can indicate their thoughts on future security services via the proxy vote that will be conducted this month.

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## Finance

The April to June (4th quarter) dues are \$222 and there is a \$10 dollar late fee for dues not submitted by April 15th. Dues are paid at the **BEGINNING** of the quarter. The drop box is located at 316 Lake Forest Ln. Total dues for the year are \$888.00. Dues can also be mailed to:

**Secretary:**

James (Pat) Abell  
1451 Monterey Drive  
(434) 962-4361

**Services**

**Security Patrol:**

Suspended

**COMCAST (Bulk Customers)**

855-638-2885

**Algieri's Landscaping LLC**

Please Contact Mr. Steve Ward for any landscaping matters.

**Time Disposal:**

(434) 977-3339  
Pickup on Tues and Friday mornings. Call about large item pickup.

Four Seasons Patio Home Association, Inc.

P.O. Box 6569  
Charlottesville, VA 22906

Make all checks payable to: Four Seasons Patio Home Association, Inc. List your address on the check so we can invoice them correctly. Dues can also be paid online at the FSPHA website, [www.fspha.com](http://www.fspha.com).

The draft budgets are attached to the bottom of this newsletter. The column marked FY 2017 is the current budget that we are working off of now. The columns marked (Budget A) and (Budget B) are the proposed budgets the board has submitted for the association's approval.

Proposed Budget Summary:

- (Budget A) results in a reduction in annual assessment payments from \$888.00 down to \$600.00 (\$50.00 monthly). This saving is achieved by dropping the cable and security contracts.
- (Budget B) results in an increase in annual assessment payments from \$888.00 up to \$932.37 (\$77.70 monthly). This increase accounts for the new cable contract, common area rate increase and reserve account contributions. The security contract has been dropped from this proposal as well.

A few homeowners have had some questions about how the new way the association is collecting dues. We moved to a more flexible way of billing that allows the association to pay online, and receive statements. While researching options we looked for solutions that were easy to use, and fiscally responsible. The goal was flexible book keeping, online payments, and a way to let homeowners receive electronic notification. We selected Paypal to provide this service. While this gives the association everything we need, it is not a system where we can do a lot of customization. This means we have to work with what we have, or we will have to spend money investing in exactly what we want. At this point, the board chooses to prioritize the association's money elsewhere.

In addition to the above, homeowners also had questions about the invoice. Homeowners have been receiving invoices for the past two (2) quarters. Homeowners will continue to receive invoices as part of the association's normal billing cycle. Receipt of an invoice is not necessarily an indication that you are past due; it is a statement to reflect what has been paid to date, and what is due for the remainder of the year. The invoices are formatted the same for all homeowners, divided by quarters, regardless of how the homeowner chooses to pay (annually, monthly or quarterly).

Lastly, the transition from one system to another does have challenges. If I have made mistakes in the invoices, please do not hesitate to let me know. I am certainly not sending erroneous invoices maliciously. I have not seen an invoicing issue yet that cannot be worked through patiently and professionally. Please remember, I am a volunteer and your neighbor. I am doing this to help us and keep our expenses down. I understand that monetary dealings can be a contentious issue. I ask for your patience and professionalism as we work through issues.

Some of you have made recommendations to improve the system. Thank you. I will be incorporating some changes in the next fiscal year.

For dues collection and finance related questions, contact Megan Maloney (804) 439-0335

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## Architecture

ANY alterations or construction projects require board or architectural team approvals **BEFORE** alterations begin. The maintenance standards, by-laws, and covenants provide guidelines to ensure our properties are attractive, well maintained, and consistent with other neighborhood properties. Failure to comply with the association's maintenance standards, by-laws, and covenants can result in additional costs to restore the home to the previous structural condition or civil action against the homeowner. This type of action is completely avoidable and should never have to occur. Communicating with the architecture team and board is the key to preventing any issues.

## Contact Us:

### FSHA Website:

[www.fspha.com](http://www.fspha.com)

### Mailing Address:

Four Seasons Patio Home  
Association, Inc

P.O. Box 6569

Charlottesville, VA 22906

### Email:

[fspha@emaildodo.com](mailto:fspha@emaildodo.com)

The board is in the process of updating the "FSPHA Maintenance Standards" document posted on the association website. This update will reflect current home modernization trends and reduce unnecessary bureaucracy on the homeowners. Improvements such as garage door replacements (neutral color), window replacements, front/sliding door replacements (neutral color), roof replacements (from 3-tab to architectural shingles), re-painting (same or similar neutral color), and improving the walkway to the home, whether it be replacing the brick with concrete or stones no longer with require approval from the architectural team. Please feel free to update or replace the items as needed. Any other architectural changes need to be sent to the board for approval.

Email architectural change requests to the board for consideration at [fspha@emaildodo.com](mailto:fspha@emaildodo.com). Include photos and any necessary diagrams. Homeowners can submit architectural changes via the association website at [www.fspha.com](http://www.fspha.com). You will be notified in writing whether your request was approved or denied.

Feel free to contact us regarding maintenance issues. Thanks for your help in keeping the Four Seasons neighborhood an attractive place to live. For all architectural issues please contact Richard White (434) 293-9491 or Deborah Kelsey (305) 510-7373.

## Common Areas

During the last quarter, Algeri's crew has mulched, planted grass seed and laid straw near the Four Seasons sign. This effort was taken to restore the grass dug up by Rivanna Water & Sewer Authority to repair water pipes. The association contracted with LTR Landscaping to repair the boundary fence along Rio, the rail fence along Common Area E along Lake Forest Lane, and the broken fence around the storm drain in Area MM behind Lake Forest Lane. The HOA will get bids to remove a tree in Area L that fell in the recent wind storm. We will also get bids for tree



removals in response to homeowner concerns about trees leaning on fences or leaning toward houses. It should be noted that these necessary repairs and tree removals fall outside the current budget and we need to make provisions for Common Area repairs and improvements in addition to maintenance landscaping in the new budget year.

For this quarter we will continue to address tree maintenance and another round of fence repair due to a storm that occurred in April.

The point of contact for all Common Area issues is Mr. Steve Ward (434) 242-2024 or Mr. Troy Miller (434) 996-5625.

If you have landscaping issues or trees that need trimming or removal, please email the FSPHA board at [fspha@emaildodo.com](mailto:fspha@emaildodo.com) or communicate with us via the new association website [www.fspha.com](http://www.fspha.com).

## Association Issues

**THE ASSOCIATION NEEDS VOLUNTEERS!!** Occasionally, the association takes on projects designed to save us money. Small landscaping jobs and handyman repairs are things that can generally be done by a small group of motivated individuals. Most recently, a few on the board have taken their Saturday to cut and drag bamboo from the common areas. If you are able and willing to volunteer for some of these events as they arise, please contact Steve Ward (434)

242-2024 or Troy Miller (434) 996-5625.

**NEW BOARD MEMBERS ARE NEEDED!!** We will have 3 positions available for the new fiscal year and need some motivated homeowners to join the team.

Electronic Delivery of Association Information:

In order to control costs and to expedite the exchange of information we would like to be able to reach as many homeowners as possible electronically - via email. Mr. Pat Abell has been gathering email addresses of homeowners that are interested in receiving the association newsletter electronically. If you have access to email and would like to receive the FSPHA newsletters, FSPHA invoice and other association news, please let him know by emailing your Name, Address, Telephone Number and email address to **fspha.notes@gmail.com**. Please be assured that this information will be kept confidential and not shared outside of the FSPHA Board. Thank you for your help and cooperation with this effort.

Newsletters will be distributed in Jan., April, July, and Oct of each year.

	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%
<b>Contract Expenses</b>			
Cable Contract	\$ 55,650.00		\$ 50,243.00
Security Contract	\$ 6,850.00	\$ -	\$ -
Trash Contract	\$ 26,500.00	\$ 26,500.00	\$ 26,500.00
Total	\$ 89,000.00	\$ 26,500.00	\$ 76,743.00
<b>Common Area Expenses</b>			
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	\$ 18,000.00	\$ 10,625.00
Total	\$ 24,875.00	\$ 43,400.00	\$ 36,025.00
<b>Admin Expenses</b>			
Website	\$ -	\$ 200.00	\$ 200.00
Electronic Bill Pay (2% of each payment)		\$ 1,550.00	\$ 2,441.00
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	\$ 200.00	\$ 200.00
Printing	\$ 200.00	\$ 200.00	\$ 200.00
Total	\$ 2,350.00	\$ 2,575.00	\$ 2,575.00
Expenses Total	\$ 116,225.00	\$ 72,475.00	\$ 115,343.00
Savings Contribution	\$ -	\$ 5,000.00	\$ 5,000.00
<b>Income</b>			
Revenue Needed	\$ 116,225.00	\$ 77,475.00	\$ 120,343.00
Estimated Delinquencies (~3%)	\$ 1,879.00	\$ 2,325.00	\$ 3,662.00
Total Revenue Needed	\$ 118,104.00	\$ 79,800.00	\$ 124,005.00
Total Annual Assessment	\$ 118,104.00	\$ 79,800.00	\$ 124,005.00
<b>Annual Member Assessment</b>	\$ 888.00	\$ 600.00	\$ 932.37
<b>Quarterly</b>	\$ 222.00	\$ 150.00	\$ 233.09
<b>Monthly</b>	\$ 74.00	\$ 50.00	\$ 77.70
		\$ (288.00)	\$ 44.37
		Annual Decrease in Dues	Annual Increase in Dues