



FSPHA Quarterly Newsletter

July 2021

Board of Directors

President:

Mary Hackett
Monterey Dr.

Vice President:

Jan Sprinkle
Lakeview Dr.

Treasurer:

Susie McCormick
Monterey Dr.

Financial Secretary: (non-board member)

Steve Ward
Lake Forest Dr.

Architectural Team:

Deborah Kelsey
Lake Forest Dr.

Common Area Team: (non-board member)

Steve Ward
Lake Forest Dr.

Secretary:

Stacy Seapy
Monterey Dr.

FSPHA President's Message

Good day, fellow homeowners.

The Annual Meeting was held on June 16 at Pavilion 1 at Pen Park. See the attached minutes.

We remind you that Neighborhood Disposal, our new trash disposal company, is now picking up our trash. Contact information is in the left margin menu. The owners have been employees of Time Disposal and have promised a return to the superior service we had before Time Disposal was acquired by a national company.

Also we remind you that construction and roofing waste is absolutely not to be put out for trash disposal. Our contract with Neighborhood Disposal calls for them to pick up household trash and only household trash. One homeowner recently put out roofing shingles, which Neighborhood Disposal was cooperative enough to remove but this must not happen again. We have assured the company that they need not do this in future.

Several new renters have moved in recently. We welcome them and remind landlords that you are required to provide your tenants' contact information to the Board Secretary so they can be kept informed of neighborhood issues and can be added to the newsletter list.

We hope that you have noticed the VDOT crew that has restored the cracked and broken sidewalks that have existed for Lo, These Many Years. This has resulted from Jan Sprinkle's efforts. Many thanks, Jan.

Finance

A reminder that we now use the WAVE invoicing system and no longer use PayPal. We received several dues payments made to PayPal and had to manually transfer the funds and credit the accounts in WAVE. If you have questions about your invoice or the new WAVE system, please contact Steve Ward (contact info below).

The following addresses have yet to make dues payments this fiscal year which started in July. If you see your address listed, please make your dues payment soon per instructions below. Unpaid dues: Monterey Drive: 1449, 1450, 1451, 1454, 1467, 1475, 1479, 1480, 1484, 1489 Lake Forest Drive: 1503, 1521, 1531, 1533, 1538 Lakeview Drive: 251, 257, 259, 261, 263, 266 Tennis Drive: 289, 290, 294 Lake Forest Lane: 302, 308 .

If you are unclear about what you owe, or are experiencing financial difficulty due to recent Covid shutdowns, please contact Steve Ward at the address or phone number listed below.

Services

Security Patrol:

Upscale Security LLC
(434) 220-4577

COMCAST (Bulk Customers)

(855) 638-2855

Algieri's Landscaping LLC

Please contact Steve Ward for any landscaping matters.

Neighborhood

Disposal:

(434) 985-2019

Pickup on Tues and Friday mornings. Call about large item pickup.

Contact Us:

FSHA Website:

www.fspha.com

Mailing Address:

Four Seasons Patio Home Association, Inc.

P.O. Box 6569

Charlottesville, VA 22906

Email:

board@fspha.com

Dues may be sent to:

Four Seasons Patio Home Association, Inc. | P.O. Box 6569 Charlottesville, VA 22906.

Make all checks payable to: Four Seasons Patio Home Association, Inc.

Please list your address on the check so we can credit them correctly. Dues can also be paid via the emailed invoice as well. Invoices have been sent via email or hard copy. If you did not receive an invoice or have any disputes regarding your invoice, please contact Steve Ward (434-242-2024). The drop box remains at 1515 Lake Forest Drive. There has been no dues increase this year and annual dues remain at \$996.00.

Architecture

We again remind you that, with a few exceptions, all external architectural changes must be submitted to the board for approval (for a list of exceptions and the Architectural Change Request Form see the Architectural Changes page on the FSPHA website).

The board does have the legal right to require homeowners to undo unapproved changes. Obviously, we would prefer not to do this, so please submit all architectural changes.

You will be notified in writing whether your request was approved or denied.

For all architectural issues please contact Deborah Kelsey at (305) 510-7373.

Common Areas

The Grind removed trees and limbs from common areas that were overhanging houses and yards of homes on Lake Forest Lane, Lake Forest Drive, and Monterey Drive. We will girdle ivy vines from trees along the path to ACAC in the coming months.

Association Issues

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. If you have access to email and would like to receive the FSPHA newsletters, invoices, and other association news, please let Stacy Seapy know by emailing your Name, Address, Telephone Number, and email address to fspha.notes@gmail.com. Be assured that this information will be kept confidential and not shared outside of the FSPHA Board. Currently, 115 of the 133 residences use email for communications with the board. And be sure to notify Stacy if you change your email address!

And, once again, we are begging for board members. As you can see on the side menu, we are now down to five members of the eight we should have. Do consider serving for at least one two-year term.

2021 Annual Meeting Minutes & FY22 Budget

Date: June 16, 2021

Location: Pen Park Shelter #1

1. Call to Order: 6:06 pm

2. Quorum Determined:

Members from 20 households attended with 7 proxies, and 5 board members

3. Treasurer's Report:

Income/Expenses Statement: With the budget we were given last year, we were able to do everything we expected and have taken in enough revenue to cover our budget.

The role of the treasurer is to pay bills and monitor accounts and make sure everything is recorded properly; the treasurer does not manage invoicing for dues. The treasurer shares a report each month with the board. We do have to pay a fee when people pay using PayPal, so we show that as a reduction of income, instead of expense because it makes things clearer.

Total expenses are well within what we were expecting and we were able to transfer \$2,750.00 to savings. We are a couple hundred dollars away from having a 25% reserve, which is what is recommended for small businesses in Virginia.

Budget: We were not able to find a security company when last year's budget was made, so it was not included in the budget, but since then we were successful in finding a security company and we were able to take money from common areas and other projects to allocate towards the security in FY22's budget. Frank Dizon asked how much we have in savings, Susie said we have \$16,159.95 in Checking and \$32,713.76 in Savings.

4. Financial Secretary Report:

We are changing our invoicing system to WAVE to make things easier to manage; no major changes to homeowners are expected. Dues are staying the same at \$996. Even though there's a charge to use credit cards, it's really helped in dues collection and ensures an even cash flow. There are 112 homeowners who have paid in full; most remaining are the quarterly and monthly payers. We have ~\$6,000 in owed dues, but most are because of pending sales or deceased homeowners, a third is attributed to homeowners who are greatly in arrears and who will be taken to court. We will be sending everyone invoices the first week of July, and will include credits for anyone who paid early.

5. Common Area Report:

We did not have to use all our money on tree repairs, so were able to make updates to the area near the sign. We removed 6 large trees and spoke with The Grind about upcoming tree removals and sprucing up.

We talked the Urban Habitat company, who are going to give us a plan to try to alleviate the constant wet spots in the common areas. There is still a large budget to manage trees and we plan to use the maintenance budget to buy more shrubs and plants. One homeowner asked what we were spending the large amount towards maintenance on. Steve clarified that Algieri is a large part of the budget, and they work on various smaller projects/mowing, but added that sometimes he can ask Algieri to do smaller projects or hire someone else if there are projects that homeowners would like to see. Just reach out to him and let him know.

Susie spoke about the plan Steve is working on with Urban Habitat is to try to reduce the maintenance costs if there are certain areas that we can leave more natural, such as a meadow, instead of an area to mow/maintain. Urban habitat will give recommendations in the Fall.

A homeowner asked about the work behind Lake Forest Lane. Steven clarified that it was done by the county they are working on the stream repair; they have a little extra money in their budget, so they are going thin/remove some of the bamboo that's next to the stream bank.

The same homeowner followed up that he was having issues with a Comcast line, but Comcast finally buried the cable. Steve shared that he was surprised that they had actually buried it. A homeowner reported that they are having major drainage issues that are costing a lot to manage, said that a neighbor has a pipe that runs under their yard, and asked if water management is defined in how we manage our neighborhood and further asked if we could have Urban Habitat look and give drainage recommendations to a few properties that are especially struggling with drainage issues since they're already in the area. Steve said he'd wait and see as he wanted to see what they offer for the 3 areas that we have asked them to make a plan for; he will keep it in mind.

A homeowner asked what category fence repair goes into; Steve replied that it comes out of the maintenance budget. They stated that they were concerned that the fence repair on Monterey Drive wasn't a good use of funds since it didn't benefit everyone. Steve said that it was \$500 to repair and it was cheaper than a lawsuit because there is a drop off and it was a safety hazard and a fence was already there before. They were also concerned about a drop off spot near their house, but the board thought it was their property not in the common areas. Board will confirm whether or not it is in the common areas and if so, see if it's something that should be addressed.

6. Architecture Chair Report:

Deb shared that it's just her on the committee and to please call her if you see something. People are getting into compliance, but it takes time and we need to prioritize.

7. President's Report:

a. Security Company:

We found a security company this year that fit our budget. We have one patrol during the day and three at night. The company sends daily reports to Mary and Steve. One homeowner shared that we see more patrols at times.

- i.** A homeowner asked if we get a benefit of it; have there been reduced break ins or less ruckus? Deb shared that there's been a reduction of mischief in the cul-de-sac near her; they also used to have to pick up trash all the time but that's been reduced now that we have a security company. Susie shared that there were break-ins on Monterey, but that hasn't happened since the security company started, which isn't necessarily cause and effect but is something. It was noted that we are obligated currently to offer security by our bylaws.
- ii.** A homeowner asked about replacing/installing streetlights. The county is responsible for the streetlights. The homeowner recommended that we could call the county and request the installation of a light in darker areas to encourage them to go ahead and install more lights in our neighborhood.
- iii.** A homeowner asked about a no soliciting sign. We have one on Four Seasons Drive, and the homeowner said we need more no soliciting signs. Another homeowner recommended putting a no soliciting sign on an individual's door

b. Trash Company

Mary shared that in January, Time Disposal was purchased, then began having major issues with the trash crews not picking up trash. We had a new trash company that reached out to us whose owner was a former Time Disposal worker. They offered us a similar rate and better service, so we paid a

fee to get out of our contract with Time Disposal and hired Neighborhood Disposal starting this month.

- c. A homeowner stated that with COVID it was hard to take recycling to McIntire and she would like to have recycling in our neighborhood. Neighborhood Disposal does not offer recycling at the moment but may do so in future. Under Time Disposal it would have cost \$16 a month to get recycling. Individual owners could not opt for it. It would have had to be contracted for the whole neighborhood. If Neighborhood Disposal offers a reasonable rate the then board may opt for it. A homeowner asked about yard waste: Neighborhood disposal will now take yard waste.

d. Comcast Survey

We shared the background of the Comcast survey. Stacy shared that it was an informal survey to get a feel for whether there were enough homes that didn't want cable to do a full push for formal notarized votes. So far, it was only sent to those with email addresses and she has copies if anyone needs them.

- i. A homeowner complained that the process didn't start in enough time.
- ii. It was stated that now we have two years to try to get it changed, but we need volunteers. It was recommended that if a homeowner feels passionate about it, they can spearhead the initiative.
- iii. A homeowner stated that we are the only bulk purchaser that does not include the internet and wondered why. Steve said that we had the option to include internet, but it would have been more expensive and would have increased dues that much more.
- iv. We can't change the bylaws here tonight as we need notarized signatures from 75% of homeowners to remove cable from the bylaws. The 51 survey results indicate that 70% of homeowners want to remove cable, and 30% want to keep. That survey is just the first step the gauge if pursuing notarized signatures would be worth the effort.

e. Financial Position

- i. We are in the best financial shape we've been in years, which is why we didn't raise the dues.

f. Board Members

- i. We have 6 board members and should have 8; we have one who will be leaving. Deb said that she can't keep being alone on the architecture committee.
- ii. A homeowner stated that we should share more about when the board meetings are scheduled.
- iii. Susie stated that we are planning to open up our next meeting; anyone can come and meet the board and ask questions before the next meeting.

g. Group Home

It was shared that we can't prevent the group home from being in the neighborhood because of state and federal law. There was concern expressed about the boys' behavior. The board mailed a letter to the owner, the licensing board, and the chief of police, but there's only so much we can do. Bottom line is it's a management issue and homeowners are encouraged to contact the Stars home. The board will share their contact info.

- i. A homeowner asked that the board ask the group home not to park their cars in front of individual mailboxes. Would need to talk to the county to ask how to handle it since the county is responsible for roads.

Meeting adjourned: 7:30pm

Next Meeting: July 13, 2021 at 6pm

FSPHA FY2022 Budget
 Prepared June 7, 2021

Dues percentage increase/ decrease from previous FY	
Contract Expenses	
Cable Contract	
Security Contract	
Trash Contract	
Total	
Common Area Expenses	
Landscaping Contract	
Tree Removal	
Miscellaneous (2 extra landscaping visits)	
Doggie Bags	
Maintenance Projects	
Total	
Admin Expenses	
On-line Tools/Fees	
Electronic Bill Pay (~2% of each payment)	
Attorney Fees	
Bank Charges	
Contract Insurance	
P.O. Box Rental	
Supplies, Postage	
State Fees	
Contingency	
Total	
Expenses Total	
Savings Contribution	
Income	
Revenue Needed	
Estimated Delinquencies (~2.5%)	
Total Revenue Needed	
Total Annual Assessment	
Annual Member Assessment	
Quarterly	
Monthly	

FY 2021 (7/1/2020 - 6/30/2021)	
	5.00%
\$	52,700.00
\$	-
\$	31,920.00
\$	84,620.00
\$	16,800.00
\$	10,000.00
\$	-
\$	300.00
\$	10,500.00
\$	37,600.00
\$	100.00
\$	1,200.00
\$	1,000.00
\$	25.00
\$	1,120.00
\$	185.00
\$	200.00
\$	200.00
\$	136.00
\$	4,166.00
\$	126,386.00
\$	2,750.00
\$	129,136.00
\$	3,226.00
\$	132,362.00
\$	132,362.00
\$	996
\$	249
\$	83
\$	48
Annual Increase in Dues	

FY 2022 (7/1/2021 - 6/30/2022)	
	0.00%
\$	53,227.00
\$	6,600.00
\$	30,324.00
\$	90,151.00
\$	16,800.00
\$	10,000.00
\$	-
\$	300.00
\$	7,500.00
\$	34,600.00
\$	150.00
\$	1,650.00
\$	500.00
\$	-
\$	1,120.00
\$	185.00
\$	200.00
\$	110.00
\$	-
\$	3,915.00
\$	128,666.00
\$	500.00
\$	129,166.00
\$	3,317.00
\$	132,483.00
\$	132,483.00
\$	996
\$	249
\$	83
\$	-
Annual Increase in Dues	