

**Alston Park HOA  
Annual Meeting Minutes  
January 31, 2020**

**Roll Call:** The meeting was called to order at 5:10pm at the USCB, Bluffton Campus Venter Building, Multi-purpose Room #105, Bluffton, South Carolina. All those present introduced themselves.

It was determined that approximately 50 owners were present in representation along with Greg Wynn, owner of GW Services; Chelsea Wynn, Alston Park Property Manager; Eddie Mayers, Alston Park Property Manager; Trey Henry, Property Inspector.

**Proof of Notice:** The quorum present serves as proof of notice.

**GW Services Introduction:** Chelsea Wynn welcomed all those in attendance. GW Services was retained by Village Park as of March 1, 2019 as the new property management company for Alston Park HOA. Village Park engaged GW Services upon learning of the outstanding accounts receivable issues from the prior management company. As of March 1, 2019, GW Services began investigating all contractual obligations for the association along with evaluation of common areas and deferred maintenance.

GW Services, then began reviewing the account history for all past due accounts. Unfortunately our office was unable to receive some of the full account history, hindering the ability to attempt to collect the full outstanding accounts receivable. GW Services has been working with attorney, Sean O'Connor, with the Finkel Law Firm out of Charleston, SC and has filed several liens for those outstanding accounts. Their office files in a different process, instead of sending demand letters, their office files the lien on the property as GW Services has instructed them to do so, once the lien has been filed, a letter of intent to claim property is sent to the homeowner, at that time the homeowner is able to either set up a payment plan with the attorneys office, or pay the amount in full. To date all efforts have been to collect from those with an account balance of \$1,000 or more, and will continue all efforts in resolving the outstanding AR issues.

**Village Park Introduction:** GW Services had arranged to have a Village Park representative attend the Alston Park 2019 Annual Meeting, but unfortunately, we were informed that Richard Schwartz was unable to attend on behalf of Village Park Homes and Village Park Community, John Cardamone. Since Village Park representatives were unable to come as originally planned, any questions regarding additionally build for the community has been asked to be put in writing and submitted to Chelsea Wynn either by mail or email so those questions can be answered directly.

Please note that GW Services was asked to clarify for homeowners that Village Park Homes has now sold to DreamFinders, and the Alston Park HOA should refer to the declarant as Village Park Communities. Chelsea Wynn informed the ownership that the property continues to develop and expect the transition to the ownership to be expected in the next 18 to 24 months.

Chelsea Wynn informed the ownership that in January of 2021 a transition board will be formed, this process will include a letter to the ownership requesting owner bios for any of those individuals that would be interested in running for the transition board. Once that is received, the owners will receive ballot information to formally vote via mail/ email for those homeowners that they would elect to represent the ownership in the transition. Once the transition board is formed management will assist in facilitating and negotiating final terms of the transition on behalf of the owners out of the declarant control.

Several homeowners expressed their frustration with the builders coming in and out of the community during non-permitted working hours. Chelsea Wynn notified the ownership that GW Services would reach out to the builders and request that they maintain the operating hours as per the Town of Bluffton. Chelsea requested that any homeowners that are noticing this being an ongoing issue to please reach out to GW Services and our office will contact Village Park.

**Insurance:** Chelsea Wynn reviewed the insurance coverage summary for the association, see enclosed copy. Upon the transition of management GW Services found that the common area was underinsured. Since then, additional coverage was added to include fencing, decking, increase building coverage, etc. Chelsea informed the ownership that any personal property should be covered under their personal homeowner's policy, and to look at the individual policy to see if it includes Loss Assessment Rider – to assist with any special assessment that could be levied in the event of a loss for the association.

**2019 Financial Presentation/ 2020 Approved Budget:** Greg Wynn of GW Services, reviewed the reconciled financial information for the property, please see enclosed. The outstanding AR has been management's main priority since the transition. GW Services has presented the 2020 approved budget per the declarant, including the 10% maximum increase allotted per the master deed. Please note that several line items have been adjusted for the 2020 budget, including New Riverside Assessment. Alston Park HOA is part of a master association New Riverside, LLC, as a result each year the HOA is sent a \$75.00 per home assessment. Due to the collection issues GW Services met with the declarant and confirmed that the best way to fund this would be through a one-time assessment annually per owner that will be billed out to each home.

Additionally the Alston Park HOA will need to be aware of additional contractual increases that may occur coming into the 2020 fiscal year. GW Services is aware that as the community grows, the landscape contract will need to be increased

based on the additional build common areas. Please note that the contract will not take over for common areas until the build out is completed per designated areas.

Several homeowners inquired details of the line item for security. GW Services clarified that security does not monitor violations. The security is strictly meant for security presence on property street monitoring and Clubhouse monitoring. The security contract authorizes a total of 18 hours a month on property. Security is also instructed to ticket and tow any street parking that is past the 2 hour allotted street parking time per the rules and regulations. Violations are enforced by our property inspector, Trey Henry, Trey proceeds with violations every two weeks or as needed per the violation. All violations are sent via mail with the picture associated for record.

Owners inquired regarding the bad debt expense line item of \$15,000. Greg Wynn informed the ownership that this number may not be exact, but are anticipating a minimum of 50% based on our collection efforts thus far, and taking in account the lack of account history for several of the properties that are in collections.

**Open Forum:** Several homeowners signed up for a 2 minute question and answer forum. An open discussion with the homeowners included the following inquiries:

- **Entrance Lights** – Alston Park HOA to date does not have any lights at the entrance. GW Services has provided three quotes for Village Park to review and approve to ensure that the entrance sign is illuminated for those driving at night.
- **Front Entrance Plants** – GW Services confirmed that there has been a line item noted for seasonal plantings. The HOA will have entrance flowers installed once the entrance light work has been approved and completed. The second seasonal planting will take place in the fall.
- **Pool** – Several owners inquired as to new pool furniture. The 2020 budget has allocated money towards new furniture. At this point in time it will not be a top grade furniture, but it will allow the HOA to build the reserves for a couple of years to properly fund a more substantial furniture product for the community. Owners inquired as to painting of the pool deck and resurfacing of the pool. Chelsea Wynn informed the ownership that these items would be considered capital enhancements. The goal for the 2020 fiscal year is to continue to work aggressively in the collections process and properly allocated money to the reserve accounts to begin to fund for future capital enhancements. The pool deck and pool resurfacing is not in the budget for the 2020 fiscal year.
- **Gym Enhancements** – GW Services noted that 2020 fiscal budget does not include major gym enhancements, but did inform the ownership that

general pricing will begin in 2020 to allow the HOA to properly fund for future capital projects.

- **New Build Section/ Dog Park** – Owners inquired if there would be a second pool or amenity center installed for the new build section. Village Park Communities has informed GW Services that they will not be financing any additional amenities or improvements for the Alston Park HOA. Management has been informed that if improvements or deferred maintenance needs to address any current amenities it would be the financial responsibility of the HOA. Since the budget is limited to a 10% maximum annual increase, management is working on minor improvements, but will need to save money in the capital reserve account to facilitate resurfacing the pool, or any other special project for the common area of the property.
- **Speeding** – The property owners have reported concerns about the habitual speeding. GW Services is aware of this ongoing issue. Unfortunately at this time the HOA does not have permission for the Bluffton Police Department to actively enforce speeding and traffic violations on the private community roads. GW Services is working within the guidelines per the Bluffton Police Department to ensure that the property can transition all necessary items for the police department to be able to actively enforce traffic violations such as speed limits and those who are not stopping at the stop signs. GW Services expects to have this completed during the 2020 calendar year.
- **Affordable Housing** – As many homeowners are aware Village Park was in discussion with the Town of Bluffton regarding additional build section to include affordable housing. Village Park confirmed with GW Services that they will not be changing any of the original build out plans as presented and approved by the Town of Bluffton, and the Affordable Housing conversation has been tabled for the community and the town. If additional information becomes available or if this position changes, Village Park has been requested to notify GW Services to ensure that any building plans can be communicated to the ownership.
- **Survey** – GW Services sent out a survey to the ownership and received a great number of owners respond with their feedback. Chelsea thanked all those that were able to complete the survey. One of the main topics of discussion included the inquiry regarding speed bumps. The property was divided in half regarding responses of in favor or not in favor. At this time since there was not an overwhelming majority in favor of speed bumps the HOA will not install at this time. Chelsea Wynn recommended that once the Bluffton Police department is able to take over the traffic violations in the community, the HOA can actively monitor whether additional action needs to be taken and will send out for a community vote at that time.

**Adjournment:** As there was no further business to come before the ownership, the meeting was adjourned at 6:45pm.