

**Alston Park HOA
Annual Meeting Minutes
January 28, 2021**

Roll Call: The meeting was called to order at 5:10pm via Zoom due to COVID-19. It was determined that approximately 25 households were present in representation along with Chelsea Wynn, Alston Park Property Manager.

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

GW Services Introduction: Chelsea Wynn with GW Services welcomed all those in attendance. Management informed the ownership that this was the first full year with the Alston Park HOA and have been able to have a more accurate understanding of the ongoing issues and needs to the property and homeowners. This past year, the HOA was able to complete the following work:

- Run conduit and install electricity and lighting at the front entrance
- Replace and enhance the front entrance sign
- Install new fido station at the new park off of Grovewood and Wyndham
- Complete the crown raising and tree work in the front entrance park
- Begin replacement of the pool furniture
- Begin installing signs for the property for BCSO and BPD to actively enforce traffic laws
- Doubled security contract to 4 days a week, 2 hour per trip
- Increase reserve accounts by \$63,417.78
- Filed 11 liens on past due accounts and are actively pursuing delinquent accounts for the HOA

Village Park Update: Unfortunately, a Village Park Homes and/or a Village Park Communities representative was unable to attend the annual meeting. For those owners that are not aware, Village Park Communities is the Declarant for Alston Park HOA, and is the active Board of Directors as the Declarant. Please note at the end of 2019 beginning of 2020, John Cardamone, Village Park Communities sold the building side of the corporation, Village Park Homes, to a third party called DreamFinders. The Declarant and owner of the HOA common space is solely Village Park Communities.

After speaking with the Declarant, GW Services has been informed that there will be an additional 18 months of building to take place for the community, prior to beginning a transition out of the Declarant control.

Several owners inquired as to the next phase of 5A on the back side of Grovewood Drive. Management spoke with VPC prior to the meeting, VPC indicated that it is still being decided if this area will be developed with the Alston Park HOA or as a separate HOA. VPC is currently speaking with the Town of Bluffton and the development committee. Once a decision has been made, GW Services has

requested to be notified in order to inform the ownership of the next steps of building.

Owners inquired if additional amenities will be added for the property. Management informed the ownership that VPC has confirmed that no additional amenities are planned to be built by the developer or Declarant.

Chelsea Wynn provided the ownership a brief overview of the transition process. Per the Alston Park HOA Master Deed, the Declarant is within their legal rights to assign three (3) homeowners as transition board members. GW Services has worked with VPC on other property transitions and VPC has allowed the homeowners to elect five (5) transition board members to represent the HOA in the transition from the Declarant. GW Services will be recommending to the Declarant to allow a five (5) person elected transition board to represent the HOA in the transition out of the Declarant control. Once a transition board is formed, management works with the board members and the Declarant to assist in facilitating any needed work that needs to take place, and make recommendations of expert opinions for the HOA, such as but not limited to, an attorney, a CPA, reserve study analysis, etc. By the transition board obtaining these professional services, it will allow the transition board to make educated negotiations with the Declarant during the transition period.

Once the transition has been completed, the elected board and ownership will be able to facilitate any and all HOA decisions regarding budget, capital projects/ enhancements, ARB aspects of the HOA, etc.

2020 Financial Presentation/ 2021 Approved Budget: Chelsea Wynn with GW Services, reviewed the reconciled year end financials for the property, please see enclosed. The outstanding AR has been management's main priority since the transition. GW Services presented the 2021 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 2021 budget. Management reminded the ownership that the 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. The Declarant approved the 2021 to bill the owners a one-time assessment in the amount of \$75.00 per home. Please note that the Declarant and Village Park Homes is sent an invoice by the HOA as well for \$75.00 per unpurchased lot.

Unfinished Business: Two ongoing projects for the HOA includes the replacement of the front entrance sign and the tree cleanup work in the entrance park of the HOA. The new park on the Wyndham and Grovewood section is not an item that will be at the HOA expense, but management did speak with the developer regarding this area. GW Services has been informed that the new pond in the park area will need to be completed with hydro seed or sod and additional irrigation possibly installed to meet the Town requirements to allow the silt

fencing to be removed. Additionally, the back side of the Grovewood and Benton Circle are in need of clean up along the extended pond. The Declarant has engaged with a company to complete the tree and over growth cleanup for those areas. Management has engaged with the pond company to begin treating this pond for cattails along with any other algae treatment for the pond.

The last item of unfinished business includes the finalization of the signage requirements for the signage enhancement that will allow BCSO and BPD to actively enforce traffic laws and speeding within the community.

New Business/ Open Forum: Chelsea Wynn informed the owners that one of the main items that management plans on addressing this year is forming an enhancement committee with the community members. By having an active group of owners working with management, we will be able to work together within the operating budget to make plans for capital improvements along with general maintenance items that homeowners would like to have prioritized.

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

- Rules and Regulations – Several owners inquired regarding the process of violations. Our office sends out violations every week, depending on the violation, the homeowner is provided up to two weeks to rectify the issue. Prior to sending an additional violation and fine associated with the item in question. General reminder – trash and recycle bins are to be removed after the scheduled pick up day and stored properly and out of site.
- Personal backyard flooding – Several owners noted that they have been engaging with Village Park Homes regarding ongoing flooding in their back yards. I requested that if the homeowners that are experiencing this issue to please provide management with their home address/lot number and a reference picture of the area that has been impacted. Please note that GW Services does not handle any aspects of the single family lot, but since there are a number of homeowners that are experiencing this issue, Chelsea will put together a spreadsheet and provide to the head of development for Village Park Homes to try and assist finding a resolution. Some of the homeowners that are experiencing this issue noted that they had been in contact with the Town of Bluffton as well.
- Gym Wifi – Owner inquired if the wifi would be available to use at the gym. GW Services will be reaching out to receive the password to provide to the ownership.
- Security – The new security contract includes Coastal Security on site 4 days a week for 2 hours per trip. In the event that you have a security issue or concern, please call the dispatch number at 1.844.888.2774. If in the event that it is a true emergency, please call 911 first prior to contacting Security Company. Management has requested that the

security company prioritize their patrols during the weekends in the late evening and early morning as that has been the times where the thefts that have been reported have taken place. A general reminder to all, please make sure your car vehicles and your home doors are locked. It appears that the thefts that have taken place have been theft of opportunity as the vehicles were left unlocked.

- HOA Assessment Increases – The ownership and management discussed why the HOA has increased 10% both the 2020 fiscal year and the 2021 fiscal year. Management informed the ownership based on the operational budget including increase in contractual obligations, along with properly building the Capital Reserve Account, the Declarant's goal is to ensure that the HOA is able to properly fund enhancements for the community without assessment to the ownership. Management noted that based on the operational costs and in evaluating the enhancements that will be needed such as pool resurfacing, gym enhancements, etc. the costs to complete all enhancements at once would deplete the reserves at this time, so prioritizing the most outdated projects and completing those items first. The first project the HOA will address is the resurfacing of the pool, most likely at the end of the 2021 pool season.
- Capital Enhancement Committee- GW Services discussed that mid-year, management will be looking for a committee to be formed for property enhancements for upcoming capital projects. The committee will be able to put together scope of work for capital projects coming up in the community.

Upcoming Projects: GW Services informed the ownership that the top priorities for the Alston Park HOA this year will be finishing the traffic law enforcement requirements for the HOA.

Adjournment: Chelsea Wynn thanked all those in attendance and reminded the owners that if in the event they have a question or concerning the HOA to please contact management directly as we do not monitor social media. As there was no further business to come before the ownership, the meeting was adjourned at 6:45pm.