

Highlands Community Association

Board of Directors Meeting July 29, 2014

At the Highlands Country Club

Meeting Called to Order:

Mr. Matt Cullather, President, called the meeting to order at 6:31 PM. Quorum was established with Directors Mr. Matt Cullather, Mr. Scott Claus, Mr. Terry Petze and Mr. Brian Davis present. Ms. Yeager, ACS West, was also in attendance. There were no absences.

Approval of the Minutes:

Minutes of the June 11, 2014 meeting of the Board were reviewed. Motion to approve the corrected minutes was made by Mr. Scott and seconded by Mr. Cullather. Motion passed unanimously. The Secretary was instructed to post the approved minutes on the Association website.

Member Voice:

Five (5) residents of the community were present at the meeting and discussed the following issues:

1. Increase in the population of wild deer in the Highlands. A resident noted that the number of wild deer in the Highlands is increasing and that there appear to be an increasing number of confrontations between the deer and residents. The resident asked what measures could be taken to decrease deer population. The Board will touch base with the US Department of Agriculture, the Virginia Fish and Game Department for recommendations. The Board will also post a reminder on the Community website reminding residents not to feed the deer.
2. Shoosmith Landfill Fire on July 19, 2014. A resident reported that there was a fire at the Shoosmith landfill facility at approximately 10:00 PM in the evening. When the Chesterfield County Fire Department responded it reported that there was no one on duty at the landfill to provide access and the Department had to use their master key to access the fire, extinguish it and cover the area with dirt. The resident requested that the Board take steps to continue to hold Shoosmith management to their agreements. The Board reminded residents that problems concerning the landfill should also be brought to the attention of the Shoosmith management through phone calls, e-mails and letters as problems arise.
3. Grass Cutting on VDOT Right-of-Way in front of properties. A resident brought to the attention of the Board that the responsibility for cutting the grass in front of each property on the VDOT right-of-way is the responsibility of the county, however, it

appears that each homeowner has taken on the responsibility of cutting that portion of their properties in an effort to maintain the appearance of each neighborhood. The resident questioned the Board as to its response should a homeowner refuse to maintain the right-of-way in a manner consistent with his/her neighbors. The Board responded that the issue would be handled in the same manner as other covenant violations, and that the Board hoped all homeowners would continue to maintain the right-of-way as we have always done.

4. Use of the Lake After Posted Hours. A resident brought forward the issue of residents and non-residents using the lake after the posted hours (currently dawn to dusk), discarding of trash in and around the lake and nuisance issues such as shining flashlights in resident's windows from the lake. The Board responded by reminding residents that the County Police should be called, on the non-emergency number, if they notice after-hours use of the lake and the Police will respond. The Board will press charges against those using the lake outside of posted hours.

Reports:

Treasurer:

The Treasurer reported that the spending for the fiscal year was on schedule and the budget is being executed as programmed. Home owner assessments that are in arrears have been referred to the appropriate authorities for resolution.

There were no other Officer reports.

Old Business:

1. The 2014 Annual Meeting of Homeowners of the Highlands is tentatively scheduled for Monday evening, September 29, 2014 at the Highlands Country Club.
2. Trash Service. The Board has received three Requests for Proposals (RFP) concerning the potential provision of trash service as a service under the Annual Homeowners assessment. General discussion between the Board and guests at the meeting indicated that there a number of issues which need to be considered before the Board attempts to make a decision whether to move forward with a consolidated trash pickup service. It was suggested that a group of residents be formed to discuss the issue, judge the value and merits of the service and the desire of the community to have the service offered before proceeding further with the discussion. The Board tabled further discussion for a future meeting.
3. Directory. A member of the community has come forward and volunteered to be responsible for and produce an updated Community Director. The volunteer has been provided with the past directors and spreadsheet and will move forward with requesting updated information from the community.

New Business:

1. 2015 Budget. The Board was provided with a draft of the 2015 budget which was reviewed. The budget will be reviewed with the Community at the next annual meeting tentatively scheduled for September 29, 2014.
2. Easement. The Grounds Committee referred a question concerning homeowner easements for those homeowners whose properties abut Eastfair, Applecross and Highland Glen Drives. It is no clear from records whether an easement exists for those properties. Ms. Yeager will contact VDOT in an effort to clarify the issue and report to the Board.
3. Capital Contributions. In several surrounding communities, new buyers are required to make a Capital Contribution to the Homeowners Association at the time of sale. The contribution goes toward the maintenance of the community in similar fashion as the Annual Contribution and can be considered an additional source of revenue for the community. Ms. Yeager was requested to obtain an opinion from the Association's attorney as to whether the community has a legal right to collect such a Capital Contribution.

Executive Session: At the motion of Mr. Claus, seconded by Mr. Cullather, the Board moved to Executive Session at 8:07 PM. The Board gave directions to Ms. Yeager on how to proceed with items discussed. The Executive Session ended at 8:21 PM.

Adjournment: The Board, by acclamation, adjourned at 8:22 PM. The next scheduled meeting of the Board of Directors is September 17, 2014 at 6:30 PM in the Old Club House.

Respectfully submitted:

Brian K. Davis
Secretary, Highlands Community Association Board of Directors