

THE HIGHLANDS BOARD OF DIRECTORS MEETING

March 27, 2019

Castleberry Room at The Reserve

6:30 PM

1. Meeting Call to Order: The meeting was called to order at 6:30 PM. Quorum was established with Directors Mr. Matt Cullather, Mr. Shawn Gitlin, Mr. Bill Donegan and Mr. Brian Davis present. Mr. Yeager of ACS West was also present.

2. Approval of the Minutes: The minutes of the January 23, 2019 meeting were read. Mr. Cullather made the motion to approve the minutes as read, seconded by Mr. Gitlin. Minutes were approved by unanimous vote.

3. Reports:

President: Reported that the lights around the pavilion and to playground have been installed. We are now waiting for Dominion to install the electric meter.

Treasurer: Mr. Gitlin reported that the Operating Account holds \$194,969 and the Reserve Account holds \$184,377.

4. Member Voice: Twenty-seven (27) members of the Community were present.

a. The members requested that the second tennis court be painted for pickleball playing. As the Community does not own the property, the request to paint the second court will be forwarded to Mr. Emerson, the Developer and owner of the courts.

b. A concern was express concerning cracked and broken sidewalks in the community. Ms. Yeager was requested to contact VDOT as to repairs.

c. A storm drain in the Sundial Farms area is not functioning properly. Ms. Yeager was requested to contact VDOT to have the necessary repairs accomplished.

5. Old Business:

a. The Grounds Committee submitted a request that the grounds budget be increased by \$35,000 in order to upgrade several of the mulch beds in the committee and provide funds for common areas around the Clubhouse at Lake Margaret and the Lake Margaret entrances. After discussion, Mr. Cullather made the motion to approve the request, seconded by Mr. Gitlin and approved by unanimous vote. Ms. Yeager was requested to make the necessary changes to the budget.

b. ARC Update of Guidelines: The Board approved, by unanimous vote, following proper motions to update the ARC Guidelines for the following items: mail box size, color and posts; Article 4 of the application process; Section 28 concerning fencing around in-ground pools; project completion reports; and the term of Rick Seyler for three years beginning February 26, 2016.

c. New Collection Attorney: Mr. Gitlin made a motion to change collection attorney from current attorney to Ayers & Whitlock. After discussion, Mr. Cullather seconded the motion, for a period of one

year, which was approved by unanimous vote. Ms. Yeager was direct to begin the process of changing to the new attorney.

6. New Business:

a. Sidewalk repairs. Ms. Yeager was asked to attempt to get additional bids for sidewalk repair and replacement for those areas under control of the Association.

b. ARC Appeal: Mr. Camporini presented an appeal to the ARC's conditional approvals for a-ground pool on his property. The Board delayed a vote on the appeal pending further investigation of the issues presented.

7. Adjournment: Mr. Cullather adjourned the meeting at 7:45 PM. The next meeting is scheduled for May 21, 2019.

Respectfully submitted:

Brian K Davis, Secretary

The Highlands Home Owners Association