

MINUTES OF THE ANNUAL MEETING OF THE HIGHLAND PLACE COMMUNITY ASSOCIATION, INC.

The Annual Meeting of the Highland Place Community Association was held on 24 July 2017 at the Lancaster Library, located at 16 Town Centre Drive, Kilmarnock, VA 22482.

Directors, officers, and property owners in attendance were as follows:

- Lot 1 - Steve D'Onofrio, (President)
- Lot 2 – Rand Burgess
- Lot 3 – John and Rona Ayres
- Lot 4 – Jeff Brown
- Lot 6 – Roger Gruben (Vice President & Secretary) and Elizabeth Gruben (architectural Committee)
- Lot 7 – Joe and Anita Baker
- Lot 8 – Jacquelyn Mann (Treasurer)

Not present:

- Lot 5 – Ken and Karen Benza

Treasurer's Report.

Pump house electricity cost runs between \$27 and \$28 per month. All lots have paid their dues for 2017. We paid for bushhogging in May, and will do it again shortly. We have \$3930 in the checking account.

President's Comments.

We agreed that we needed to publish basic architectural guidelines, so people know what to expect from the architecture committee. We discussed whether the architectural committee had the authority to grant exceptions to explicit requirements in the covenants (e.g., homes must be at least 2000SF). We agreed that they could consider exceptions, but would need to go back to the HPCA board for approval. Rand asked if he could build an outdoor shower. We agreed that he could do so after the architectural committee approved his plans. We discussed whether the county might require some sort of plumbing system to dispose of grey water.

Old Business

Road Maintenance

We discussed the recent history of Jordan Lane, and how much of a refresh we needed. We leaned toward grading, rather than bringing in fresh crushed rock. Jeff said that if we decided that we needed more rock, Earth Resources could provide at \$540 per truckload. We asked Jeff to give us an estimate for re-grading the road.

Proposed Changes to the Bylaws

We walked through the eight proposed changes to the bylaws. The 1st proposed change would delete the statement that a petition by 10% of the owners would compel us to hold a special meeting, since the bylaws already said that a majority of a quorum of the board could call a special meeting. Steve suggested that two owners could call a special meeting. That seemed agreeable to everyone.

The rest of the proposed changes to the bylaws didn't provoke any strong objections, so we'll send out an updated list of bylaws changes and ask everyone for a yea or nay on each. Once we have approved the amended bylaws, we'll go through the same process with the covenants.

After going through the bylaws, we discussed whether we needed to create a covenants committee, as allowed by the bylaws. We didn't feel the need to do so now, but might later.

Proposed Changes to the Covenants

We walked through the 27 proposed changes to the covenants. The first seven seemed acceptable to most folks.

Some opposed #8 (the removal of the requirement that homes be at least 2000SF). We discussed leaving that requirement as-is, as long as it is possible for a property owner to get an exception.

Change #9 seemed OK with most attendees, but #10 (extend time to complete construction from 15 months to 18 months) provoked some discussion, including the suggestion that we leave as-is, but allow exceptions if the owner has hit some bumps but is proceeding in good faith.

There were some strong negative responses to #12 (soften the absolute prohibition against all over-the-water structures, but still require architectural committee approval). Some argued for allowing the AR to review and approve.

It should be OK to burn wood in a backyard fire pit (#13).

We discussed #14 (prohibit landscaping or structures within the 100' RPA), and generally agreed with the intent.

We seemed inclined to put some sort of limit on antennae in addition to what is already in the covenants (#15), but an FCC rule that prevents HOAs from restricting antennae for satellite, TV, or internet signals might scrap this one (Roger will track down actual FCC language).

Change #16 (allow each lot to park one recreational vehicle outside) generated a lot of discussion, including strong opposition by some. Some suggested more specific guidelines, and some didn't want any such vehicles parked in the open.

The discussion of #20 (focus the architectural committee on structures, not landscaping) and #21 (focus the AR on creating and enforcing written guidelines, not subjective aesthetic judgments) covered a lot of ground. Some wanted to keep the broad charter of the AR, some thought that landscaping around a house shouldn't require AR review but landscaping out in the yard should still require approval. We discussed the current prohibition against individual wells, and seemed inclined to delete that and allow people to put in their own wells for landscape irrigation, while prohibiting the use of the community well for irrigation.

Changes 22 through 24 didn't generate much discussion.

The reaction to #25 was mixed (shorten the duration of the covenants), but some of us found the original language confusing, and weren't certain of what it actually meant.

Not much to say about 26 and 27.

New Business

Develop the Common Area

We discussed the two options proposed (make it a meadow; make it a boat/RV parking area with screening landscaping). The meadow option would cut mowing to once a year, in the early spring, and would require some effort to encourage native meadow plants and purge invasives. Using it for storage would cost more, and might not be very attractive until the new landscaping matured.

Outsource the Mowing of the Roadsides

Manns and Grubens have been mowing these areas with their own equipment. We seemed inclined to formally contract with someone to get this done. We'll get some bids.

Improve Compliance with section 10.9 of the Covenants

We acknowledged that the association has mowed the vacant lots in the past, but now that half the lots have been developed, this should be the responsibility of each lot owner. We agreed that we would have the brush-hogger cut the vacant, unmowed lots one more time, and then the owners of those lots would take over maintenance.

Elections

We approved the following:

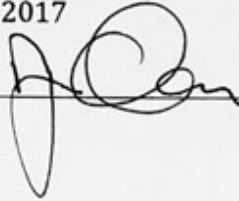
- President - Roger Gruben
- Vice President - Steve D'Onofrio
- Treasurer - Steve D'Onofrio
- Secretary - Pepper Mann

- Architectural Committee - Ken Benza, Linda D'Onofrio, John Mann

There being no further business to discuss, as agreed by all present, the president adjourned the meeting.

Dated: 3 August 2017

Secretary: _____

A handwritten signature in black ink, appearing to be 'R. Gruben', written over a horizontal line.

Roger Gruben
Printed Name