

Kimmon Place Homeowners Association  
Board Meeting Minutes  
August 29, 2007

Attendees:

Mike Nadeau  
Joe Cichocki  
Tom Draney  
Stacey Bennett  
Tara Smith  
Rod Hamby

I. Old Business

- A. Minutes from the previous meeting were ratified by email July 25, 2007.
- B. Treasurer's Report: Tom gave an update on finances. See attached report. No money has been moved into a Certificate of Deposit yet. Tom will move \$10K into a 6 month CD for reserve to gain interest. The water bill jumped to \$80 from \$13. Tom is investigating whether this was a billing error or whether something is wrong with the sprinkler system. There is no evidence of a leak and it is a closed system so no one should be able to tap into it. The sprinklers at the entrance are set to water 3 times per week in the early morning hours.

II. New Business

- A. Unpaid HOA Dues: All homeowner's have not paid dues. Four haven't paid dues for the first half or the second half of the year, and seven haven't paid for the second half (one of which owes late fees from this year's first collection). Rod has sent letters every month to homeowners who are late paying their dues. Rod will be sending these 11 homeowners another letter asking them to pay their dues. A \$25 late fee will be assessed for the 7 homeowners that have not paid dues for the second half of the year. They have had 30 days from due date (July 30th) to pay without being charged a late fee. It was decided that the four homeowners who have not paid any dues will be charged \$325 + an additional 8% of the total balance due per year until their dues are paid  $[(\text{dues} + \text{late fees}) \times 8\%]$ . The Board is hoping homeowners will come forward and pay their balances within the next 30 days. If they do not the Board, in coordination with Ammons Pittman Management Company, will begin the process of placing a Claim of Lien on the properties of delinquent homeowners. As stated in the covenants, the HOA has the right to place a lien on homeowners' properties and even call for foreclosure on the home if dues are not paid. In this situation, delinquent homeowners are liable for all court costs and attorney fees in addition to dues and late fees charged. There was discussion among Board members of whether late fees should be increased and how to clarify when late fees should begin to be assessed. **The following motion was made: "Dues will be due 30 days after the date of the invoice. A \$25 late fee will be assessed starting 60 days after the invoice date and/or 30 days after the due date set by the invoice. After this fines will be assessed with 8% interest charge per annum as stipulated in the covenants section 5.9."** The motion was seconded and the Board unanimously voted to proceed with this policy.

B. New covenant violations: None currently. A new homeowner has requested a copy of the Architectural Approval Form. Mike will get that to them so they can proceed with requesting approval for their pool.

C. New Homeowners/Welcoming Committee: Lots 16/17, 77, & 84 have been sold and new homeowners have moved in. Baker's house sold but the new owners have not moved in yet. Mike and Tom will be the Board members who go and welcome these new neighbors. They will make sure they have copies of the Covenants and By-laws, and that they understand the process of getting projects approved through the Architecture Committee. **The Board voted not to start a Welcome Committee at this time** because: 1. We are having difficulty finding individuals to help and participate in the current committees that exist. 2. There was no money budgeted for such a committee. (The Board will already be funding the Communications Committee and Neighborhood Watch which were not included in the approved Budget this year). 3. The Board feels it is within our ability to have a Board member contact these homeowners to welcome them to the community and provide them with the documents they will need as members of the Kimmon Place HOA.

D. Articles of Incorporation: These were not turned over to the Board. Stacey will contact Bob and Donna Pace to find out how a copy can be obtained. Rod will also ask around and try to locate a copy.

E. Architecture Approval: A suggestion was made that the Architectural Committee set up a schedule of meeting dates and deadlines for homeowners to turn in requests for approval for each meeting date. This needs to be discussed w/ Jim when he returns from vacation. Tom brought up his concern that the committee was going to approve a homeowner's request to erect a Rubber Maid Shed on their property. Tom did not think this met the guidelines outlined by the Board for what could be approved. He will discuss the matter with Jim. Stacey raised a concern that the new architecture committee members were only given 3 days notice of when the committee would meet and were not taught what the guidelines/restrictions were for approval before being asked to sign the approval forms. This will also be addressed with Jim. Stacey will provide Architecture Committee members with copies of the approval guidelines if Jim is unable to do so.

F. Reserve Sign Repairs: The missing letter was found and replaced. We can't fix the broken E's because the pieces are missing and we are unable to get replacement letter. Joe is researching the paint so that a weather-resistant color match can be found and applied to the tree on the sign. The broken stones were put back in place and cemented in.

G. Easements and New Entrance Signs: Mike needs a copy of the size of the easements located at the entrances of the subdivision. Board members will check to see if the measurements have been disclosed. If they have not the County Registry will be contact to get this information. Mike suggested that the HOA consider erecting stone columns on the Kimmon Way easements similar to the ones located at Hillcrest Farms to denote this as a second entrance to the subdivision. Stacey also expressed interest in erecting some type of sign to denote separation of Kimmon Place from Traylee and Silo Glenn if lot owners are amenable to this idea and funding exists to support the project. She suggested using a white post and hanging plaque similar to the one used at Autumn Hill Subdivision on New Falls of Neuse Rd or the one denote housing prices at our main entrance. Mike and Stacey will look into the costs of the respective sign suggestions. The Board will

discuss the matter further at future meetings. Easements will be needed to erect signs between the subdivisions.

H. New Easement Suggestion: Rod suggested approaching the owners of the land between the two KP entrances off of Thompson Mill Rd and asking them about doing an easement down the roadway so Kimmon Place can maintain the grounds in this area and improve its appearance. It is felt this would help create a more favorable impression on prospective homebuyers. A final decision has not been made about pursuing this project.

I. Speeding on Baynam Pond: Speed Bumps were discussed by prior Boards and voted down by the neighborhood between 2004-2006. The 2007 Board is not interested in pursuing this option again. Additional recommendations were made by homeowners including erecting Children at Play signs, additional speed limit signs, or using cut outs/posters telling people to slow down. The Board felt if homeowners wanted to place cut outs or posters in their yards to encourage drivers to slow down this was okay. However the Board believes any benefit this may have will be short term and not be a lasting change. Therefore incurring this extra expense as a HOA is probably not the best use of homeowners' money. Since there are already speed limit signs and community watch signs in this area, erecting more signs is not likely to be helpful. **The Board voted no to having Children at Play signs placed along Baynam Pond.** The Board is not interested in incurring the expense for Children at Play signs right now since the DOT has not finished the auditing process and taken over the roadways yet. They took our stop signs down and might take down the children at play signs. Mike will f/u with Bob about progress with DOT doing road assessment.

J. Riparian Buffer/Open Area on Windsong: This will be a long term issue for the Grounds committee to sort out. Board members will sit down with committee to discuss the priorities of the projects that need to be addressed this fall.

K. Social Committee: Joe will talk to Anthony to get updates. The Board would like to see the committee set up a block party or some type of social event this fall.

L. Neighborhood Watch: Tara will be Board member on this committee. Stacey to email contact info for committee members to Tara. Tom suggested the committee contact local law enforcement to discuss ways to improve neighborhood safety and create block captains.

M. Elections: The Board would like to start an election committee to get organized for elections at the next general meeting. This committee would be responsible for recruiting officer nominations and obtaining proxy ballots. The Board will need to get wording together for the suggested change to the By-laws to define term limits. All Board positions will be up for re-election and some of the same Board Members will run for the 2008 Board. The current Board agrees that terms need to be staggered and will work toward establishing that goal via elections.

N. Mailboxes: **The Board feels adding a KP symbol is a great idea but voted to table discussion on this issue until a later meeting date.** No pricing information is available yet.

O. Events at Pond: Fire screen idea on hold because of decreased water level. Tree clearing went well.

P. Website: Stacey presented what the communications committee had been able to do so far in terms of getting a new website together. She explained that although password access was given to the committee for the old site, it had been taken down by the former

website master without the committee's knowledge and that residents currently had no access to the By-laws, Covenants, Architecture Forms for Approval, etc. It is the committee's goal to have a new website up and running again by the end of September. A newsletter is also planned for the end of September/beginning of October. The committee requested that funding be given to establish a two year contract with IX Web hosting to get the site up online. This was the least expensive option found with the technical aspects needed to host the site (\$6.95 per month with free domain registration). **A motion was raised and seconded to grant funding for the site. All Board members voted in agreement and the motion was passed.** Stacey will meet with Rod to get an account established in the HOA's name for the web hosting and the committee will move forward with getting the site online.

- These minutes were ratified by Board members via email on September 14, 2007.  
Stacey Bennett KPHOA Secretary 2007