

VWPOA Minutes

Meeting called to order 10:15 am

Budget Meeting at the Community Pool

Adjourned 11:10 am

Saturday October 18, 2025

1. President called meeting to order. Verified that we have a quorum. Three board members present: Stephen Hayes, president, Mark Shelpuk VP, James Trewin, Treasurer. Also in attendance were homeowners April and Brent Burns (4904 Carolina Circle) and homeowner Mohammed Hussain (304 Appalachian Way)
2. Minutes from September 2025 meeting reviewed and approved.
3. Treasurer: James Trewin led the 2026 budget discussion. Current money in the reserve is \$17,939.87; operating fund: \$45,196.19.
 - a. 02 - Late fees \$250 assumes 1 house sale per year
 - b. 03 - Insurance Expense bumped 20%. Will renew in February.
 - c. 30 - Landscaping and Groundskeeping
 - i. 31 - Landscaping remains the same. Hasn't changed in years. Contract runs March - October.
 - ii. 32 - Tree Maintenance - remains the same.
 - iii. 33 - Irrigation Maintenance - Treasurer received another \$200 bill from Roberto. The budget assumption is that this is his monthly sprinkler maintenance charge (or \$2,400 per year)
 1. ACTION: President will contact Chris Doran to verify that Roberto is providing our sprinkler maintenance for \$200 / month.
 2. ACTION: President will contact Chris Doran to secure a written contract outlining the scope of work for irrigation maintenance.
 - iv. Other Landscape - includes items such as mulch, fertilizer and out of scope tree service (park and pool area). James mentioned that he hasn't seen any bills for fertilizer this year.
 - d. 35 - Repairs and Maintenance. Mainly fence maintenance and repair. Remains at \$2500 for 2026
 - e. 50 - Pool Expenses
 - i. Pool Cleaning Contract - \$7,500 annually. Provided by Southernwind Pool. Hasn't changed in years.
 1. Treasurer said that he received a \$500 charge from Southernwind Pool without any documentation. VP mentioned

that he is one of several people on the Southernwind email distribution list. He gets updates when the pool is cleaned and when there is service provided with detail on those services.

- a. ACTION: VP will contact Southernwind and add Treasurer to this email distribution list.
- b. ACTION: VP will send Treasurer the email describing the service performed (and billed) above

- ii. Other Pool Maintenance - Bumped \$500. VP mentioned that this number may be low due to the age of the equipment and recent repairs that highlight this issue. Might be time to discuss upgrading the pool equipment which was not done when the pool surface was upgraded in Oct 2019 (NOTE: pumps were replaced in Dec 2021, filter top assembly in Aug 2025)

f. Utilities

- i. Electricity - bumped up \$100 to \$4900. VP questioned who our electricity provider is and the structure of our contract. Treasurer said it was TXU and he believes we are going month to month. This would be good to look at to see if we can lower or at least lock-in our electricity costs.

- g. 70 - Capital Improvements. No major capital projects in 2025. Reset the budget for ½ of the 2025 budget (or \$2577)

- h. Treasurer said that we are projected to end the year \$17,485 below budget in 2025. This amount will be rolled into the reserve.

4. Open Discussion:

- a. Brent Burns asked if there is 24 hour access to the pool or if there are times when access is not permitted.
 - i. ACTION: President will research and provide information directly to Mr. Burns.

5. Voting on Budget:

- a. Stephen motioned to approve. Mark seconded. Budget approved.