

Emerald Hills Annual HOA Homeowners Meeting – Minutes from 15 September 2025

Location: Preston L Yancey Firehouse

Board Members Present:

Jacques L'Heureux: President Roger Ford: Vice President

Nicole Baucom: Chair Architectural Review Board

Todd Parks: Treasurer John Nixon: Secretary & Chair of Garden Committee

Architecture Review Committee Member: Steve Slayton

Summer Cruz: APMS Account Representative

Homeowners in Attendance:

Rachel Ford, Andrea Felice, Sheryl & Reese Smith, Steven Franz, David Jackson, Melissa & Chris Klimek, Alyssa & Robert Guercia, Laurie & Mike Simmonds.

Meeting was called to order at 6:35 PM.

Introductions and Approval of Minutes:

Introductions of board members and community member in attendance. Reading of minutes from the 9 September 2024 annual meeting. Minutes were approved by Jacques and seconded by John.

Treasurer's Report:

Total Assets: \$33,293

Income was: \$11,687

Expenses for the year were: \$11,041 which is \$3,051 higher than last year but \$1,646 of that will be refunded due to duplicate payment to the insurance company.

Primary expenses continue to be: Landscaping/Mowing \$4,500, APMS Management Fees: \$2,180, and Insurance: \$1,646

Currently there are 15 homeowners past due on paying the annual neighborhood assessments out of 183 homeowners, with 3 past due for multiple years and 1 whose past due balance is over \$400. Liens have been placed on the two homeowners past due for multiple years.

Jacques will send letters again this year to homeowners delinquent for multiple years. Last year there were four multiple year delinquency accounts. This past year, Jacques notified the listing realtor when one property up for sale was delinquent on HOA assessments. That delinquent assessment was subsequently paid.

The HOA pays \$66 a year for service fee for the email and web page account, but there has been no one to keep web page updated. Jacques recommended continuing to use the Facebook page instead of a website. Jacques is the only one currently maintaining the neighborhood e-mail distribution list up-to-date, but open to other volunteers to help with that.

One resident suggested having residents recommend contractors and posting info on the web site or Facebook page and Todd said that he will work on that. The web page would include a disclaimer that HOA is not endorsing any of the contractors listed, and if the person making the recommendation is related to contractor being recommended.

President's Report:

Thanks to Frank Battaglia, our previous Secretary on the HOA Board, and thanks to John Nixon for volunteering to join the Board as Secretary.

The HOA Board is recommending no changes to by-laws at this time.

Recent e-mails received:

- 1) Residents complaining about Top Tier Solar Solutions representatives marketing in the neighborhood last month being unprofessional. Jacques contacted the company as did one other homeowner.
- 2) Requesting a community library book box in a common area to be maintained by resident. VP Roger Ford will work with residents to firm up the idea and present to board. The concept was approved.
- 3) Complaint regarding the height of a neighbor's lawn, unfortunately the county rule will only apply if the lawn is not maintained to less than 10 inches, at which point the county will issue a letter, then issue a fine and then contract to have the lawn mowed and bill homeowner. HOA took no action.
- 4) Trash truck leaking fluid on roads. Recommend they contact the trash company directly.

Front Entrance: 1) Dead Tree was cut up by Chris Klimek which saved the association money, 2) rock wall broke due to heavy rain and temporary repair was done by Jacques. HOA has requested a quote for a more permanent repair from a landscaping company. 3) HOA plans to add mulch to front entrance area when mulch goes on sale.

At the quarterly BOD meeting on 14 September 2025, discussed community events at Halloween and Easter. Jacques requested a volunteer to coordinate those events: Rachel Ford volunteered to orchestrate those two activities. The budget is \$200 for each.

Vice President's Report:

No comments other than VP will coordinate with residents on community library implementation.

Architectural Review Report:

There were nine requests approved this past year, including: new deck, shed, greenhouse, basement egress window, roof over back deck, playhouse, gazebo, and new gutters and shutters.

All applications must be filled out and mailed back to:

Architecture Review Committee

Emerald Hills Homeowners Association Inc.

PO Box 1024

Fishersville, VA 22939

Garden Committee Report:

Garden Committee met on 3 September 2025, and discussed: 1) Plan for clearing off gardens in community area, and 2) Ideas to reduce weeds and wild grass in gardens next year.

Fences have been removed from gardens and Josh Saunders has mowed the garden areas. John Nixon will till garden plots this fall.

APMS Management Report:

Insurance and Licensing has been paid. HOA has 2 CDs, one with \$10,320 and other with \$11,094 with current interest rates about 4%. Summer Cruz will contact Jacques with CD interest rates prior to renewal.

Open Discussion:

Yard Sale Next Year will be Saturday, 6 June 2026.

Next HOA Annual Meeting will be Monday, 21 September 2026

Meeting adjourned at 7:16 PM

John Nixon Secretary

Submitted: 17 September 2025

Approved: