



# Welcome to the Village at Pilot Mill Annual HOA Meeting

---

November 12, 2013

# Agenda



- Establish a Quorum
- Call to Order
- Introduce 2013 HOA Board Members
- Crime Discussion – Raleigh Police Department
- Update from William Peace University on Seaboard Station (Justin Roy)
- Raleigh Downtown Alliance (David Diaz)
- Accept Minutes of Previous Meeting
- Review Current State of the VAPM Home Owners Association
- Review and Ratify 2014 Annual Budget
- Committee Reports
- Board of Directors Election – 2 Seats
- New Business
- Adjourn

NOTE: There will be a meeting of the Board of Directors immediately following the Annual Meeting to elect officers of the Association.

# Review Current State



2013 proved to be a stable year for our community with no significant events adversely affecting our community. Some highlights and accomplishments from the Board:

- We are in good financial shape – operating \$13,000 under budget in 2013 (more detail to be provided by Biff Eller).
- Our irrigation system behaved well this year with minimal required repairs.
  - We contracted with our irrigation maintenance company to turn off unnecessary heads to reduce waste/cost and prevent water damage to some of our homes.
  - We replaced the irrigation sensors to reduce unnecessary watering after rains, etc.
- We purchased (and will soon install) a convex safety mirror at the end of the Haynes/Harp alley (train-side) similar to the one at the end of the Blount/Harp alley. [Volunteers?]
- Delinquent account update (As of 10/31/2013)
  - We have two households that are in a delinquent status.
  - One household is delinquent in the amount of \$~5,800.
  - One household is delinquent in the amount of \$~2,000.
  - Appropriate legal action from the board has been taken, but has not resulted in any recovery.

# Review Current State



## Other interesting notes and observations:

- Home prices in our community are on the rise – as well as turnover. According to the tax records, 9 homes have changed ownership YTD. People seek out our community when looking for a home.
- We have averaged very moderate HOA dues increases over the years and will not propose any increase in 2014. Our low HOA dues are a selling point for our community.
- We have a challenge on our hands around some future landscaping issues (more to come on this) as well as dealing with the aging of our community.
- The Person Street area and Seaboard Station continues to improve with the opening of new restaurants and retail establishments. Please support these businesses!
- We continue to know how to have a fun with consistently good turnouts at our social events (more detail coming).

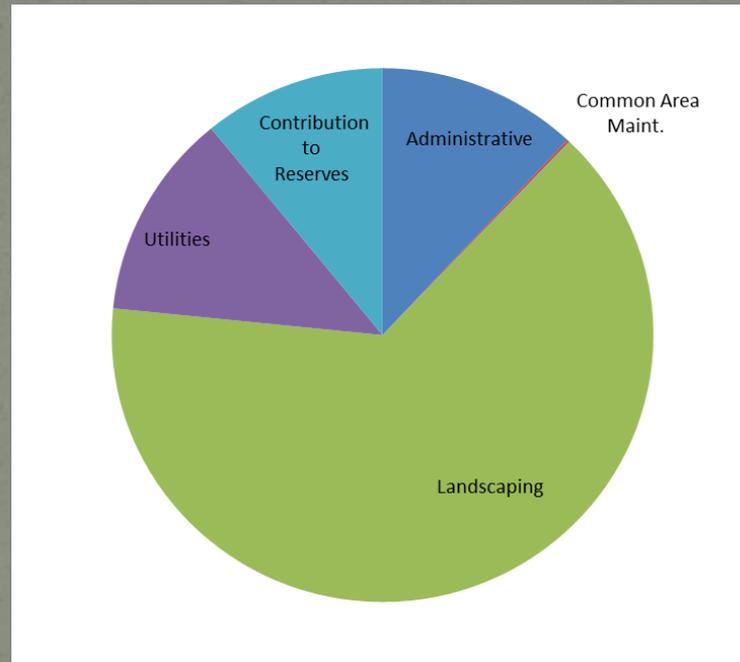
# Review and Ratify Budget

- Biff Eller will now present



# Expense Overview

2013 Year-To-Date Actual Expenses (Thru 10/31)



- Administrative \$8,521
- Common Area Maint. \$105
- Landscaping \$44,531
- Utilities \$8,624
- Contribution to Reserve \$7,532

# Detailed Budget Review



## The Village at Pilot Mill 2014 Budget Spreadsheet

	[-----2013 Actuals & Forecast-----]			2013 Budget	2013 Year End Forecast Variance to 2013 Budget	2014 Budget	2014 Budget Variance to 2013 Year End Forecast
	Jan - Sept 13 Actuals	Oct-Dec Forecast	2013 Forecast				
<b>Association Income</b>							
<b>HOA Assessments</b>							
Special Assessment			0	0	0		0
Regular Member Assessments	77,250.00	25,750	103,000	103,000	0	103,000	0 Note A
Working Capital Assessment		0	0.00	0	0	0	0
<b>Total HOA Assessments</b>	<b>77,250.00</b>	<b>25,750.00</b>	<b>103,000.00</b>	<b>103,000.00</b>	<b>0</b>	<b>103,000.00</b>	<b>0</b>
<b>Interest</b>	<b>28.00</b>	<b>10</b>	<b>38.00</b>	<b>140</b>	<b>-102</b>	<b>50</b>	<b>12</b>
Late Fees - Fines	648.00	135	783.00	250	533	500	-283
<b>Legal Documentation Preparation</b>							
Demand Letter	37.50	0	37.50	75	-37.5		-37.5
Liens/Collections	141.50	0	141.50		141.5		-141.5
<b>Total Legal Documentation Preparation</b>	<b>179.00</b>	<b>0.00</b>	<b>179.00</b>	<b>75.00</b>	<b>104</b>	<b>0.00</b>	<b>-179</b>
<b>Total Association Income</b>	<b>78,105.00</b>	<b>25,895.00</b>	<b>104,000.00</b>	<b>103,465.00</b>	<b>535</b>	<b>103,550.00</b>	<b>-450</b>
<b>Expense</b>							
<b>Association Operating Expenses</b>							
<b>Administrative</b>							
Tax Return Preparation	175.00	0	175.00	175	0	175	0
Insurance	0.00	918	918.00	1050	132	1000	82
Bad Debt Expense	0.00	0	0.00	1000	0	1000	Note B
Late Fee Administration	140.00	36	176.00	100	-76	176	0
<b>Legal Documentation Preparation</b>							
Demand Letter	37.50	0	37.50	70	32.5	37.5	0
Liens/Collections	141.50	0	141.50	1000	858.5	1000	858.5
<b>Total Legal Documentation Prep</b>	<b>179.00</b>	<b>0.00</b>	<b>179.00</b>	<b>1,070.00</b>	<b>891</b>	<b>1,037.50</b>	<b>858.5</b>
<b>General Legal Matters</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>200.00</b>	<b>200.00</b>	<b>200</b>
<b>Management Fee</b>	<b>5,859.00</b>	<b>1,953.00</b>	<b>7,812.00</b>	<b>7,812</b>		<b>8,040</b>	<b>228 Note C</b>
<b>NSF Processing</b>	<b>0.00</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>
Mailing/Newsletter/Copies/Meetings	233.00	413.00	646.00	680	34	675	29
Record Retention	80.00	25	105.00	91	-14	91	-14
<b>Total Administrative</b>	<b>6,666.00</b>	<b>3,345.00</b>	<b>10,011.00</b>	<b>12,178.00</b>	<b>2167</b>	<b>12,394.50</b>	<b>2383.5</b>
<b>Commn Area Maintenance</b>							
Repairs & Improvements	0.00	105	105.00	1,700	1595	1,000	895
Materials	0.00	0.00	0.00	300.00	300	200	200
<b>Total Commn Area Maintenance</b>	<b>0.00</b>	<b>105.00</b>	<b>105.00</b>	<b>2,000.00</b>	<b>1895</b>	<b>1200</b>	<b>1095</b>

# Detailed Budget Review



## The Village at Pilot Mill 2014 Budget Spreadsheet

	<u>Jan - Sept 13 Actuals</u>	Oct-Dec Forecast	2013 Forecast	2013 Budget	Variance to 2013 Budget	2014 Budget	to 2013 Year End Forecast
<b>Landscaping</b>							
Irrigation Repair/Maint Contract	3,013.00	715.00	3,728.00	4,100	372	3,250	-478
Landscape Maintenance Contract	31,795.00	10,598.00	42,393	42,400	7	43,240	847 Note D
Mulching	6,400.00	0.00	6,400	7,000	600	7,500	1100
Non-Contract Grounds Expenses	3,170.00	398	3,568.00	5750	2182	11,800	8232
<b>Total Landscaping</b>	<b>44,378.00</b>	<b>11,711.00</b>	<b>56,089.00</b>	<b>59,250.00</b>	<b>3161</b>	<b>65,790.00</b>	<b>9701</b>
<b>Utilities</b>							
Electric - by Account	7,475.00	2,485.00	9,960	10,280	320	10,408	448 Note E
Water	625.00	2,761.00	3,386.00	10403	7017	10403	7017 Note F
<b>Total Utilities</b>	<b>8,100.00</b>	<b>5,246.00</b>	<b>13,346.00</b>	<b>20,683.00</b>	<b>7337</b>	<b>20,811.00</b>	<b>7465</b>
<b>Total Association Operating Expenses</b>	<b>59,144.00</b>	<b>20,407.00</b>	<b>79,551.00</b>	<b>94,111.00</b>	<b>14560</b>	<b>100,195.50</b>	<b>20644.5</b>
<b>Non-Operating Expense</b>							
Contribution to Reserves	6,778.00	2250	9,028	9,000	-28	9,000	-28
<b>Total Non-Operating Expense</b>	<b>6,778.00</b>	<b>2,250.00</b>	<b>9,028.00</b>	<b>9,000.00</b>	<b>-28</b>	<b>9,000.00</b>	<b>-28</b>
<b>Total Expense</b>	<b>65,922.00</b>	<b>22,657.00</b>	<b>88,579.00</b>	<b>103,111.00</b>	<b>14532</b>	<b>109,195.50</b>	<b>20616.5</b>
<b>Net Income</b>	<b>12,183.00</b>	<b>3,238.00</b>	<b>15,421.00</b>	<b>354.00</b>	<b>-13,997.00</b>	<b>-5,645.50</b>	<b>-21,066.50</b>

Note A: No increase in assessment budgeted.

Note B: Bad debt expense equivalent to one owner non-paying for 4 quarters

Note C: Kohn-Ell requesting a 2.9% increase, last increase was Jan 2009

Note D: Fetsko advises that he requests a 2% increase. Current rate, based on 103 build out, fixed since 2/09

Note E: Budgeted 4.5% Duke Energy Progress increase

Note F: Water expense 2013 Actual artificially low due to City meter problems. '14 expense based on '13 budget

Note G: Projected 2013 Net Income (15,421) will be used to cover budgeted '14 deficit, driven by new community projects in '14.

# Committee Reports

- Architectural – Chris Yetter
- Landscape – Robert Winchester
- Social / Communications – Molly Anderson



# Landscape Committee Update



- Issues that need to be addressed by the Landscape Committee include managing the issue with disease / insect infestation on the Maple trees in the Devil Strips, identifying and resolving upkeep issues on individual homeowner properties, and other longer-term maintenance issues.
- The Landscape committee will put together a short and long-term plan to address these issues and work with the Board to fund the plan.
- John Klekner has volunteered to lead this committee and will be working with current and former members of the Landscape Committee to complete a knowledge transfer and to develop their plans.
- Stay tuned for more information on this in 2014.

# Architectural Committee Update



- Chris Yetter assumed leadership of this committee earlier this year when Helen Landi moved out of the community (thank you Chris!).
- Architecture Review Forms are available on our community website ([www.pilotmillonline.com](http://www.pilotmillonline.com)).

# Social / Communications Committee Update\*



- 75 % of our owners participate in Electronic Distribution of official HOA Materials (Quarterly Dues Statements, Required Meeting Notices, etc.). We will continue to drive this number up as much as possible (Sign up sheets available at the sign in table).
- 75 % of our residents participate in the Pilot Mill Google Group (see any member of the SoCo Committee if you need to sign up or update your information)
- Website The website is an important marketing tool for our community. We continually hear that potential buyers use this as a research tool.
  - We continue to drive as much traffic here as possible by keeping content fresh and referring to the website in our communications.
  - Content is simple to manage – contact any member of the SoCo committee if you want to discuss adding something.

- Social Events this past year have included:
  - 2012 Holidays in the Village - 60 Participants
  - 2013 Chili Cook Off - 35 Participants
  - Inaugural Golf Outing - 13 Participants
  - 2013 Summer Cookout - 50 Participants
  - “Meet and Greet” at Tylers – Joint venture with the Board - 40 Participants
- Upcoming Social Events:
  - 3<sup>rd</sup> Annual Light Ball Workshop – November 16<sup>th</sup>
  - 2013 Holidays in the Village – December 7<sup>th</sup>
  - Chili Cook-off – date TBD
  - 2<sup>nd</sup> Annual Golf Outing – May 16, 2014
  - Other suggestions welcome!

Details forthcoming for all events via the GoogleGroup and Website ([www.pilotmillonline.com](http://www.pilotmillonline.com))

## Members of the SoCo Include:

Molly Anderson, Jessica Donachy, Eric Morse,  
Stephan Kiefer, Marty Aaron, Robert Winchester

\*All numbers are approximate.

# Board Elections

## Meet the Candidates



- Our Bylaws state that each board seat last two years. We established a rotating schedule such that each year either two or three seats are up for election. This year, we have two seats available – those currently held by Robert Winchester and Bijal Gami.
- Candidates that have provided their bios and expressed interest in these seats are:
  - Bijal Gami (Current Board Member)
  - Dotty Foley
- We are also happy to accept nominations from the floor.

# Bijal Gami



- My wife and I moved into the neighborhood May 2011 and I have served on the HOA Board since November 2011. Before moving into the neighborhood, we lived in one of the condos in Glenwood South so we are very familiar with what Downtown Raleigh has to offer. We have both lived in Raleigh for over 20 years. I am currently working as a Financial Analyst with Local Government Federal Credit Union in downtown Raleigh. I believe I can take my organizational and leadership skills that I have attained throughout my career to help manage the HOA of Pilot Mill.
- Here are some other reasons I believe I would be a good choice for a Board position:
  - My knowledge of Raleigh and the downtown area
  - I am very personable and look forward to engaging with neighbors to ensure our community remains a very desirable place to live downtown
  - I care about the growth of downtown and want to see it prosper
  - I am easily approachable for any questions or concerns
- Thank you in advance for your time and feel free to stop by and say hello.

# Dotty Foley



- My family (my husband, Jim Coleman, his two daughters, Katie and Hadley, and my daughter, Emma), and I moved to the Pilot Mill neighborhood in late May. We love it here! We have found everyone here in Pilot Mill, and in the Mordecai community at large, to be incredibly friendly, helpful and inviting.
- We were looking for an in-town home that was close to lots of services, and we found that in Pilot Mill. I'm originally from New England and moved to North Carolina in 2007. I own Balance, a massage, yoga and life coaching business at 304 Glenwood Avenue. I love helping to make change in people's lives. In addition to my own business, I'm an Admissions Representative and teach business and marketing at Body Therapy Institute, a massage therapy school in Siler City.
- My website will give you a bit more information about me: [dottyfoley.com](http://dottyfoley.com)
- I enjoy collaborating with people who are interested in making positive change in their lives and believe I can do that here in our own Pilot Mill neighborhood.

Time to Vote



# New Business



?

# Thank You

- Please consider joining a committee!
- Have a cookie.
- See you in November 2014.

