

Dudley's Grant Homeowners Association Board Meeting
Minutes March 3, 2025
6:30 pm

- I. Establishment of Quorum – Members present were Eric Reifschneider, Michael Goodhart, Joy Caroon and Jeanne Hunter.
- II. Meeting called to order by Board President Reifschneider at 6:35 pm
- III. Hearings for Pressure Washing and Dog Poop
 - A. Did not show up for their pressure washing hearing. The recommended that going forward Amber call anyone who is scheduled for a hearing prior to the meeting to make sure they received the email notice and will be in attendance. Recommended Amber call the owners tomorrow to see if they got the notice. Give them 2 weeks from the date of the call to get it paid. If it is not paid by March 19th, it will be a \$100 fine per day. Amber will follow-up.
 - B. did not show up for the dog poop hearing. Again, Amber will reach out and make sure the O received the notice of the hearing. If they did, the consensus of the board was to fine the owner \$100 and let the owner know that it is their responsibility to make sure the dog is on a leach and poop is picked up at all times. A motion to approve the fine was made by Eric Reifschneider and seconded by Jeanne Hunter. The motion passed unanimously.
- IV. Review and Approve Minutes from Previous Meeting December 5, 2024 – The minutes were reviewed by the Committee. A motion to approve the minutes as written was made by Eric Reifschneider and seconded by Joy Caroon. The motion passed unanimously.
- V. Review Reports
 - Profit & Loss Budget Performance. Building repairs seemed high. Amber pulled the monthly check register and it was all for work done by James Co Painting & Home Remodeling (2,418.675). All amounts charged were right under the \$500 amount. He knows how to work the system and bids jobs just under the \$500 amount so he does not need to get Board approval. He needs to combine some of the work that he is doing and get his pricing in line or we will look for another vendor. Amber has started to use PDB Home Improvement for some of the work. Also, asked Amber to check the Legal fees. The \$631 seemed a little high.
 - Delinquent Report was reviewed. was turned over to the attorney again, and has until Friday this week to pay or it will be turned over. The sequence of letters is the nice letter first, then the demand letter and then it is turned over to the
 - Work Orders Report. Discussed work being done by James Co Painting above.
- VI. Old Business
 - A. Roof Replacements – Rocky confirmed that the shingles are 25-year shingles. For the units built in 2004 we would start replacing them first in 2029. There are 32 buildings to be done and it would be done over a 3-year period of time. The HOA is in a good place financially to carry out this project.
- VII. New Business
 - A. Election of Officers – Eric Reifschneider will remain as President and Jeanne Hunter will remain as Secretary. Joy Caroon and Mike Goodhart will remain members at large unless

Mike would like to become Treasurer. Mike said he would think about it. Jeanne Hunter said she plans to move to Hickory, NC and will be putting her unit up for sale in the near future. Not sure how long she will remain on the Board as it depends upon the sale of her home. Jeanne shared Tammy Rowland may be interested in coming back on the Board. Joy Caroon will follow-up with her.

- B. Pressure Washing – It is time for the spring pressure washing. Based on what happened last year, it was asked that the vendor give specific dates for each building so the O will have a better idea of when they need to have their back gate unlocked.
- C. Optimum Internet – We finally got a hold of Hunter Turnage and he has submitted a quote from switching bulk catv to bulk internet prior to current agreement expiration and the terms they proposed are valid for 45 days from 1/31/25. The Board reviewed the proposal and asked Amber to let Hunter know that at the Annual Meeting membership did not feel comfortable making a decision on this until our next Annual Meeting in 2026. Also, remind him that the speed of his product can't keep up with fiber optic speeds. The Board asked Amber to be sure to reach out to Metronet and Optimum by November 1st to get their quotes which will be due by December 1st and will be reviewed at the December Board Meeting. On January 1st we will send the quotes out to members so it can be discussed at the annual meeting.
- D. Towing Contract – B&D Towing has submitted a bid to provide towing services to Dudley's Grant. They currently have a contract with Quail Ridge and Windy Ridge. Their contract would provide patrolling services if we wanted them to. Asked Amber to call GVegas and see if they will provide patrolling services. If we do want to bid out this contract, we need to make sure all vendors are bidding on the exact same services. Amber will follow-up with GVegas. The Board let Amber know if vendors are giving her a hard time or not responding, to let us know and the Board will reach out where needed and support her.
- E. Patio Door – Joy Caroon stated that she would like to replace her sliding glass door with a new patio door. The O would be responsible for all expenses and plans to use De Island. After discussion a motion to approve the patio door was made by Jeanne Hunter and seconded by Eric Reifschneider. The motion passed unanimously Joy Caroon abstained from the voting.

VIII. General Discussion

- Spring News Letter - Discussed the need for getting this out. Asked Amber to include the following topics:
 - Spring HVAC maintenance;
 - Blow out dryer vents;
 - Reminder for pet owners to “scoop the poop” in common areas and the \$100 fine for failure to do so;
 - For units with gutters, make sure they are cleaned out, and;
 - Parking reminder.
- The Board asked Amber to e-mail the minutes from the January 2025 Annual meeting.
- Jeanne Hunter asked Amber if they were going to grind down the stump from the tree that was cut down near the adjacent house on Firetower. Also, there is another tree that is now dying. Amber will take a look at it on her next property wide walk through.
- Back of _____, that you can see from Firetower, looks pretty bad and it was not done last Spring. Amber will make sure that it is taken care of.

IX. Adjournment – A motion to adjourn the meeting was made by Eric Reifschneider and was seconded by Joy Caroon. The motion passed unanimously. The meeting was adjourned at 7:55 pm

Next Meeting will be on June 2nd @ 6:00 pm.

Dudleys Grant HOA Board Meeting

6.2.25 Minutes

- I. Establishment of Quorum: All members present: Eric Reifschneider, Mike Goodhart, and Joy Caroon. Amber was present as RPM property manager. Jeanne Hunter sold her unit and moved to western NC, vacating a board position as well as the secretary role. Remaining members were not thrilled to step into that position, but after discussion, Joy and Mike would alternate taking minutes at the meetings with Joy taking minutes this June meeting.
- II. Meeting was called to order by Board President Eric Reifschneider at 6:20 pm
- III. Minutes were reviewed from the previous meeting on 3.3.25, taken by Jeanne. Eric noted that we need to have a copy of the minutes to review shortly after the meeting since it is hard to remember what was actually discussed at the meeting three months prior. Eric made a motion to approve minutes as read, Mike seconded the motion, and all approved.
- IV. Review Reports
FINANCIAL: After studying this report, Eric noted that some line item amounts did not add up and suggested working with Peggy, RPM financial, to get these items more streamlined. Notable items were as follows:
 - ~ Legal fees did not need to be broken down.
 - ~ Amber noted that the postage/delivery fees were higher due to an accounting error so there is a lump sum amount for the past 3 years included in the total. Eric questioned the amount because it seemed excessively higher than it should be. He recommended checking that figure again with records from past months and years.
 - ~ There are duplicate line items that need to be removed and fixed to show accurate financial records.DELINQUENT: This report is looking better with a reduced number of residents with delinquency status. Amber noted that _____ is not delinquent with the account being updated.
After discussing all reports, they were approved.
- V. OLD BUSINESS:
 - A. Pressure washing was scheduled to be completed May 8-10. During the actual job, the team had additional employees and finished various areas ahead of schedule. This caused some issues because some tenants noted that they did not have their patio area unlocked or cleared because they were expecting them the next day. The team will have to schedule with Amber/RPM when they can return to finish areas not completed plus areas that were missed. Joy had sent pictures to Amber of areas not covered in a patio area that were clearly missed and/or workmanship was not up to standard, also needing to be done.
 - B. Towing contract with G-Vegas is no longer valid. They would come if called and available. We had previously discussed a new towing contract with B & D Towing in the past meeting, but needed to review the contract and update it to meet the needs at Dudleys Grant. Revisions were made to the form of line items that would warrant them to tow a vehicle and setting up patrol service in hopes of catching repeat violations of illegal parking on grassy areas, parking in front of dumpsters, and double parking. We can contact the police for those violating the handicapped parking spots. Eric made a motion to approve the updated contract, Joy seconded motion, and all

approved. Amber will contact the towing company of the updated contract and get them started patrolling our neighborhood as soon as possible.

VI. NEW BUSINESS:

- A. Since Jeanne is no longer on the board, a discussion centered around replacement. Former board member, Tammy Rowland, has expressed interest in returning to the board. Eric made a motion to accept Tammy as Jeanne's replacement, Joy seconded motion, and all approved. Joy noted that Tammy was secretary in the past and may be interested in resuming that role. Amber will reach out to Tammy and let her know of the board's decision.
- B. There is a leak under the back patio door at . Amber provided a quote from PDB Home Improvements in the amount of \$2,650. This quote noted that the leak centers around the wall underneath the door, and needed to be properly resealed to avoid future leaks. Discussion centered around the actual cause of the leak, if it is actually from the wall or from the patio door itself. Eric stated that there were too many questions about this issue and suggested that Rocky needs to further investigate this damage to determine its root cause. We may need to get an additional quote. The board would only cover the expense if it is the wall underneath the door, which is a structural issue. If the damage is from the patio door, the owner will be responsible for that expense.
- C. Several tenants have complained about the mulch that was installed around the neighborhood. Torrential rains have washed much of it away and now looks bad around the front of the units. We discussed refreshing the mulch. Amber will get a quote and pass it along to the board.
- D. We met with Kristen from Metronet to discuss a possible contract with them to switch to a neighborhood Internet bundle package, providing each resident with 1 Gig Internet. Joining this meeting through a Zoom call was Gabi Meto, Metronet business advisor. The board had previously been sent over a tentative contract to review and make a list of any questions that we had for them. It is noted that this would also phase out cable with Internet only, which could be used for streaming series that most residents already have. Due to an upcoming merger with T-Mobile, we were under a time crunch to sign this contract by June 27, 2025. It is noted that this contract would not go into effect until our current Optimum contract ended in May 2026. We would need to provide Optimum a 30-day notice that we would not be renewing our contract with them if we accept the contract with Metronet.
The Metronet contract locked in a price of \$36 per unit (total = \$11, 232) per month through a 10-year commitment deal. The board could make this decision at the present time without going before all residents, especially since it was introduced to them at our annual meeting in January. There was a favorable response from the residents in attendance at that meeting.
Questions and concerns were shared at this time:
 - ~ Pricing: \$36 - no taxes or equipment fees, all is included in that set price. There would not be any added fees at a later date unless there is a state/federal regulation for those fees, which the company has no control over. Additional charges may be given to residents on an individual basis that requested more than 1 Gig of Internet service. An individual residential contract would then be set up for them only to incur those additional charges plus if they want additional services (phone, etc).
 - ~ Contract term: It is set for 10 years. This was a concern for some of the board members and asked if that term was negotiable, possibly 5 years or something in

between. Kristen and Gabi said that they would look over that part and see if changing the term would adjust the per-unit price any. Early termination rate was listed on the contract as 60% of contract price, but Gabi stated that it is now 75%.

- ~ Repairs: Kristen noted that the average response time for repairs is 4 hours. The board noted that this sounds too good to be true. She added that when a problem is noted, a ticket for bulk service is sent to their technician and response is handled rapidly to reinstate service as quickly as possible. Repair service times are given with a 2 hour time frame (Example-technician will be there between the hours of 8-10). They always try for same day resolution to any problems that may arise.
- ~ Installation: Slip service was installed a year ago and will remain. One of our main questions centered around how long it would take to run from outside wiring to each unit (estimate of 12 weeks given and noted that it would be completed/ready to use well before the Optimum contract expired in May 2026) and more specifically, how it would be run to each unit. Each unit is built on a concrete slab. Kristen shared that there is already an Optimal Network Terminal (ONT) that would go to a router inside the unit. They would use conduit (hopefully waterproof due to issues with neighborhood drainage in various spots) to get from the outside box across the concrete slab to the unit. A site survey will be completed before installation, utilizing their field operator's expertise to determine the best possible scenario to efficiently and effectively accomplish this task. The performance will be based on the common use of 2.4mb.
- ~ Final decision and approval of contract will depend on answers given to our questions. The board stated that we can review information/answers to our questions provided through emails and can make a decision before the deadline.

VII. General Discussion: There were no additional items to discuss at this time.

VIII. Adjournment: Joy made a motion, seconded by Eric, and all approved, adjourning at 7:54pm.

Dudley's Grant Homeowners Association
Board Meeting Minutes
Tuesday, September 2, 2025
6:00pm

- I. Establishment of Quorum. Members present: Eric Reifschneider, Mike Goodhart, and new board member Rashaad Joyner. Amber was present as RPM property manager. Tammy Rowland was absent. Mike took minutes. Mike also recorded the meeting with MeetGeek AI phone app.
- II. Meeting was called to order by Board President Eric Reifschneider at 6:15pm.
- III. Minutes from previous meeting (June 2, 2025) taken by Joy Caroon, were reviewed.
 - A. Eric asked if Amber had figured out why financials had not been adding up in the past, and she stated it was because of how they were entered in QuickBooks and that it is fixed now. Amber stated that RPM will be getting new software on October 1, 2025.
 - B. Amber confirmed execution of new contract with B&D Towing from previous meeting minutes' Old Business.
 - C. Eric made a motion to approve minutes as read. Mike seconded. All approved.
- IV. Review Reports
 - A. Eric explained in detail the aspects of each report type as an introductory education for the new board member. Explanations detailed for each report below.
 - B. Balance sheet:
 - a. Eric explained how it covers where we are financially for assets versus what we owe. Also done monthly to ensure there are no accounting errors. Total assets show how much money we have in all accounts. Total liabilities must equal total assets.
 - b. Eric asked if Amber has continued to rotate through CDs when they mature, and she confirmed she keeps a spreadsheet of when each CD matures.
 - c. Amber stated United Bank CD will soon need to be split because it is approaching maximum limit (\$250k).
 - C. Profits and loss budget performance:
 - a. Eric explained how it covers various time periods in greater detail. Budget is what we set at the end of each year for the following year. It is what we expect to have for income and expenses. Shows what we actually spent versus what we budgeted.
 - b. We are under budget for building repairs. RPM may generally spend up to \$500 for any expenses. Anything over \$500 typically goes to board for approval. Emergencies and last-minute items may go through the Board President.
 - c. Amber confirmed we still have a termite control contract. RPM receives quarterly reports about outdoor pest control.

D. Delinquents and prepaids report:

- a. Eric explained how delinquent payments (who hasn't paid) are separated out for 30 days, 60 days, and 90 days. If someone is late one month, RPM sends an email. If someone is two months behind, RPM sends a formal letter. If someone is three months behind, we turn them over to the attorneys. It could then eventually result in the board voting for foreclosure if it remains unpaid. Prepaids occur when anyone has made pre-payments, such as for HOA dues over the entire year; this can result in a negative balance in delinquents.
- b. \$2707.79 total overdue of current unpaid. \$610.16 overdue over 90 days.
- c. No current prepaids.

E. Work orders report.

- a. Eric explained how this shows when anyone has reported something that needs to be fixed or whether Amber has observed something that needs to be fixed. This keeps track of what needs to be done, whether we are waiting on bids, and what has been completed.

F. Violations report

- a. Eric explained process of violations and hearings that could result in fines, when necessary.

V. Old Business

A. Metronet switch.

- a. Amber included this in Old Business to explain it to the new board member.

B. Mulch quotes.

- a. Eric called H&H (Demetrius) during the meeting, and Demetrius quoted \$28,500 to refresh mulch.
- b. WAC (Corey) had quoted \$27,000 to furnish and install brown colored mulch in all plant beds and tree rings.
- c. Eric motioned to accept WAC's quote for three inches of refreshing everywhere at \$27,000. Mike seconded. All approved.

VI. New Business

A. 2026 Budget and annual meeting.

a. 2026 Budget

- i. The board agreed to no CPI (Consumer Price Index) increase in dues as we have a healthy bottom line.
- ii. Amber will redo Cable TV line to include respective Optimum and Metronet contracts (half each since transition begins in May).
- iii. Landscaping Improvements line increased to \$27,000 to include mulch.
- iv. Pressure Washing line decreased to \$9,000 due to new company.
- v. Pest Control line increased to \$10,710 with new Othos contract.
- vi. Amber will look into why HOA is being taxed, considering we are a non-profit organization. Will leave Taxes line at \$7,500 for now.

- b. Annual meeting will be held at Christ's Church at 745 Davenport Farm Road in Winterville. The board initially agreed on Monday, January 12, 2026 at 6:00pm. Amber will check with the church to confirm that works for them. **UPDATE:** Amber emailed the board afterward to explain the church is not open on Mondays. The annual meeting has been tentatively set for Tuesday, January 13, 2026 at 6:00pm.
- B. Resident request to move building number sign (4172).
 - a. It's difficult to see the building number signs in the horseshoe area because of trees, etc.
 - b. Rather than moving the sign, Eric proposed purchasing four more number signs and putting them up front. All agreed. Amber will order.
- C. Pothole repair at 4230 E.
 - a. Eric had physically inspected the pothole and determined it to be about a foot by six inches. It looks like it might be a sinkhole from a water leak.
 - b. Asphalt Solutions quoted \$2500 to repair. Absolute Pavement Services quoted \$1274 to repair.
 - c. Amber will call Greenville Utilities to have them check the pothole to determine if it is a sinkhole.
 - d. If Greenville Utilities says it is not that, Eric proposed that we purchase a couple bags of asphalt from Lowes and try filling the hole that way first, before considering the quotes to professionally fill in the pothole. All approved Eric's proposal.

VII. General Discussion. No additional items discussed.

VIII. Adjournment: Eric made a motion to adjourn the meeting at 7:18pm. All approved.

Next Meeting: Monday, December 1, 2025 at 6:00pm.

Dudley's Grant Homeowners Association
Board Meeting Minutes
Monday, December 1, 2025
6:30pm

- I. Establishment of Quorum. Members present: Eric Reifschneider (by speakerphone), Mike Goodhart, and Rashaad Joyner. Amber was present as RPM property manager. Tammy Rowland was absent. Mike took minutes.
- II. Meeting was called to order by Board President Eric Reifschneider at 6:35pm.
- III. Minutes from previous meeting (September 2, 2025) taken by Mike Goodhart, were reviewed. Eric made a motion to approve minutes as read, and all approved.
- IV. Review Reports
 - A. RPM switched over to the new software on October 1, 2025, so the report formatting is new.
 - B. No concerns noted for balance sheet, profits and loss budget performance, or work orders report.
 - C. Delinquents report.
 - a. Only concern is the delinquents report because of the changeover to the new software.
 - b. Many people who were on draft haven't set it up again. RPM is in the process of contacting everybody that was on draft previously to get them to resubmit the new draft form, first by email, then by calling. Rocky said to give some leeway because of the system change. Amber will make phone calls for people two months behind.
 - D. Violations report
 - a. There are four open violations, all of which are related to patios that have overgrown trees or plants. Amber has already sent letters for those violations.
- V. Old Business
 - A. Pothole repair at 4203 E
 - a. Amber had opened a ticket with Greenville Utilities Commission, but they closed it and marked it complete with no comments. Amber rode through and observed the pothole is still there. Amber will call someone with water resources to determine the cause of the pothole, such as a water leak. If it is determined that there is no leak, Amber will email Eric, and he will run to Lowe's and get a couple bags of asphalt to fill the hole, as discussed in the previous minutes.
 - B. Mulch.
 - a. WAC (Corey) will get that done this month. Corey was waiting on the tree leaves to fall so he could get that up before he puts the new mulch out.
 - C. Taxes on Interest Income.

- a. Amber will check with Measamer CPA on whether HOA can be considered a 501(c)(3) organization to see if we can avoid being taxed on interest income.

VI. New Business

- A. No new business.

V. General Discussion.

A. Annual meeting on Tuesday, January 13, 2026 at 6:00pm.

- a. Amber will send out packet by the end of the week.

B. Metronet switchover

- a. Metronet will do all external work first, and then we'll have the task of getting in contact with each unit for Metronet to get inside. Metronet will be on the annual meeting agenda.

VII. Adjournment: Eric made a motion to adjourn the meeting at 6:50pm. All approved.

Next Meeting: Annual meeting on Tuesday, January 13, 2026 at 6:00pm.