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OAKS OF WEST CHESTER

ANNUAL MEETING NOTICE

April 25, 2019

Dear Homeowner:

The 4th Annual Meeting of the Oaks of West Chester Homeowners' Association will be held on May 15, 2019 at the Union Elementary School. The address is 7672 Lesourdsville West Chester Road in West Chester.

The affairs of the association will be managed by a Board of Trustees, who are members of the Association. The primary purpose of this meeting will be to elect one (1) homeowner to serve on the Board for a 2 year term.

If you cannot attend this meeting, you may still participate in your Association's operation by assigning your Proxy to an individual who will be attending the meeting. If you appoint someone who will attend the meeting to act as your agent, place their name in the blank space provided on the Proxy form. Fill in your name, address and please sign the form. A signature line is provided. Your agent will receive a ballot for you at the meeting and may cast a vote for you.

If you are going to attend the meeting you will not have to fill out the Proxy since you will receive a ballot at the time you sign in for the meeting.

The annual meeting agenda, proxy and 2018 annual meeting minutes are enclosed.

We look forward to seeing you!

The Oaks of West Chester Homeowners' Association
Board of Trustees

OAKS OF WEST CHESTER HOMEOWNERS' ASSOCIATION

ANNUAL MEETING

May 15, 2019

AGENDA

- I. Call to Order: 6:30 pm at the Union Elementary School
- II. Welcome and Introduction:
- III. Attendance:
- IV. Proof of Notice: Notice of the meeting was mailed to each member of record on April 25, 2019.
- V. Reports:
 - A. Developer
 - B. Homeowner Board Member
- VI. Election:
 - Election of Board of Trustees
 - 1. Nominations from the floor
 - 2. Motion and second to close nominations
 - 3. Nominees to address the membership about their interest to serve on the Board of Trustees
 - 4. Vote
 - 5. Announcement of election results
- VII. Old Business:
- VIII. New Business:
- IX. Adjournment:

PROXY INFORMATION

If you are unable to attend the meeting, you can participate by exercising your vote of proxy in one of two ways as follows:

1. You may appoint someone to vote as your agent. Simply place the name of your agent in the space provided. Your agent will receive a ballot at the meeting and vote for you at that time.
2. Select to abstain. Simply write "Abstain" in the space provided. This will indicate that you wish to abstain from voting, but will contribute to the establishment of a quorum needed to elect Board Members.

PLEASE RETURN ALL COMPLETED PROXIES TO:

STONEGATE PROPERTY MANAGEMENT, INC.
 431 Ohio Pike, Suite 210
 Cincinnati, OH 45255
 Fax 513-528-5105

Proxies sent to the management company must be received by 5:00 PM on May 15, 2019.

**OAKS OF WEST CHESTER HOMEOWNERS ASSOCIATION
 ANNUAL MEETING OF THE MEMBERSHIP
 PROXY**

Date: _____

I, the undersigned Homeowner, represent that I am unable to attend the Annual Meeting of the Association on May 15, 2019 and hereby appoint:

_____ as an agent, in my name, place and stead, to vote on my behalf as he/she sees fit on all business that may come before the meeting.

Name (please print)

Signature of homeowner

Address

Date

**IT IS IMPERATIVE TO RETURN YOUR PROXY IF YOU CANNOT ATTEND.
THE MEETING CANNOT BE HELD IF A QUORUM IS NOT ESTABLISHED.**

**OAKS OF WEST CHESTER HOMEOWNER ASSOCIATION
2018 ANNUAL MEETING
HELD APRIL 25, 2018 AT THE TURNINGPOINT CHURCH**

Call to Order: Ms. Fay called the meeting to order at 6:40 pm.

Welcome and Introductions: Ms. Fay welcomed the homeowners and thanked them for attending. The Board members then introduced themselves.

Attendance: Board members in attendance included Jan Rieder, Karen Hackett, Jill Prior and Steve Bosse. Dan Barnobi was absent with notice. Nancy Fay represented Stonegate Property Management, Inc.

Proof of Notice: Ms. Fay confirmed that the notice of the meeting was mailed to all members of record on March 30, 2018.

Approval of the 2017 Annual Meeting Minutes: Jill Prior motioned to approve the minutes and waive the reading. It was seconded by Jan Rieder.

Developer Report: Jill Prior

As of today, there are 50 developed lots. Phase 3 was started in the 2nd half of 2017 and contains 13 lots.

There are currently 28 homeowners, which is 12 more than at the 2017 annual meeting.

Eleven lots are owned by builders and 11 are owned by the Developer. There is not a timeframe for the development of Phase 4.

Homeowner Board Member Report:

There are currently 28 occupied houses.

As of March 31, 2018, the Operating balance was \$15,426.33 and the Reserve account balance was \$9,771.33. There are no delinquent accounts.

The Operating account is for day to day expenses and the Reserves are used for capital expenditures such as monument repairs, fence repairs/replacement, landscape projects, etc.

2018 Contractors Include:

- 4 Seasons Grounds Management - landscape, electrical and irrigation maintenance
- Stonegate Property Management - property management
- Cincinnati Insurance Group provides the Director's & Officer's coverage, the general liability and the umbrella policy

Improvement Applications:

Please submit Improvement Applications for exterior enhancements. This is for fences, play equipment, hardscapes, etc. The approval process typically takes 7-10 business days.

Election:

This evening, Jan Rieder's term is expiring. Board members are sent the monthly financial reports, they review Improvement Applications, review proposals and award contracts and direct the property manager. The Association is looking for 1 person to serve a 2 year term.

There are 2 classes of membership:

Class A is made up of the homeowners
Class B is the Declarant

Class B shall continue to exist until the earliest of the following:

1. When the Declarant no longer owns any lots
2. Fifteen years from the date the Declaration was filed, which was 1-12-15.

The floor was opened for nominations:

Susan Clark nominated Brian Miller

There were no other nominees. By a vote of acclamation, Brian Miller was elected to serve a 2-year term on the Board.

Ms. Rieder was thanked for her service to the community.

Open Discussion:

There is concern that the John Henry Home lots look down on the more expensive homes and several trees have been removed. The owner would like to know if the Developer has plans to install a wall of trees. He said it is insulting to have less expensive homes look down on his street. Mr. Bosse said there is no buffer on the lots. Owners said that they had been lied to. Mr. Bosse suggested that owners go back to Drees if that is what they told them. Drees currently owns 4 lots.

Mr. Bosse said that John Henry Homes recently purchase 5 lots and has rights to purchase the additional 13 lots in the new phase. John Henry Homes is in the process of submitting plans for a model home. The owners would like to see more of a presence in the community.

The owner asked when the pool will be installed. Mr. Bosse said the pool has always been planned for Phase 4. There is no road, sanitary or sewer yet installed. It will be based on sales.

It was noted that the Drees model home has a brown garage door and a white garage door. Mr. Bosse said their plan is to paint it and he will follow up with them.

When Four Seasons is working in the community, they need to be asked to be aware of how they are blocking the entry.

The Board contracted for summer annuals which will be installed between Mother's Day and Memorial Day. Currently, the community is small, but as the community grows, the Board may want to add additional floral displays. Some communities install pansies in the fall, which pop up again in the spring.

Mr. Bosse was asked if the John Henry Homes model will be staffed and he said yes. Owners said that it will be more successful if the model has an attendant. Residents in attendance commented on how conveniently located the community is to highways, restaurants, etc.

An owner was never given a community map. Ms. Prior said she sent them to the Drees model home. It was suggested that it be posted on the Facebook page.

Phase 4 is approved through zoning. The pool will be built in conjunction with Phase 4. Mr. Bosse said the pool construction is based on sales. He is unable to give the residents a firm date at this time. Mr. Miller said that owners need to market the neighborhood to promote sales.

The nature preserve area is only mulched around the exterior and the weeds are not sprayed inside the fence line. A resident asked if Four Seasons could spray inside the fence. Four Seasons will be asked to provide a bid.

A resident said the John Henry Home houses are looking into his home. Mr. Bosse said he will talk with the builder to see if they would be willing to install trees for screening.

The residents asked if they could see the pool plans so they could offer input.

The path to the park is in Phase 7. It was noted that the Developer does not yet own the land. There is a creek that will require some type of bridge and grading work needs to be done.

A resident asked if the dandelions behind lots 16 and 17 could be treated. Four Seasons will be asked for a bid.

Mr. Bosse met with West Chester Township to review the noise from the train. She said it is extremely expensive to put another set of gates on the crossing. If the Township addresses this crossing they will also have to address the others. The permitting takes approximately 1 year.

Mr. Bosse was asked how many other communities they are developing. He said they have 10-12 in process at this time. Mr. Miller asked if Drees could come back into the community. The residents would like to have multiple builders. Mr. Bosse said he

has talked with the builders in town. He is currently in talks with Drees. Custom builders will be used for Phase 8 because they are much larger lots.

Many of the available lots have a sign that says "Bring your own builder". It was explained that the lots are owned by the Developer. Mr. Bosse explained the house plans would have to be approved by the Developer.

Adjournment: With no further business, Brian Miller motioned to adjourn the meeting. It was seconded by Jill Prior. The meeting was adjourned at 7:30 pm.