

*The Village at Nags Head Property Owners Association  
Annual Meeting  
November 11, 2017*

The Village at Nags Head Property Owners Association met on November 11, 2017 at The Village Beach Club. Fifty-one properties were represented in person and fifty-nine properties were represented by proxy. President Meade Gwinn welcomed everyone, established a quorum, and called the meeting to order. He introduced the Board of Directors as Bill Riddick, Melvin Stone, John Juzwiak, Richard Thomas, and Laurie Battaglia, Mick Jernigan (absent) and thanked all of the Board for their hard work and for their service to the Village Community. He asked for a moment of silence in recognition of Veterans Day to honor all who served in the United States Armed Forces followed by the pledge of allegiance. Mr. Gwinn thanked Village Realty staff including Leslie Sanders, Emily Lewis, Kelly Green and Maslin Seal for their help with the meeting and the company for their support.

*Approval of Minutes*-On a motion by Mr. Bill Sport, the owners dispensed with the reading of the minutes and approved them unanimously as submitted.

*Guest Speakers*-Patrick Kelly of Club Corp introduced himself as well as Beach Club Operations Manager, Daniel Saunders. Mr. Gwinn asked Mr. Kelly if he would discuss the sale of Club Corp, to Apollo Management. Mr. Kelly thanked the current members of the Nags Head Golf Links for supporting the Club; and he didn't have much information to share about the sale. His opinion was that it is currently business as usual with no reported management changes currently. He, too, is excited about the coming season, hoped for better weather in 2018, and welcomed questions and comments from the membership.

Mr. Gwinn then introduced Lieutenant Montgomery of the Nags Head Police Department. Lt. Montgomery addressed the recent break-ins, reminded folks about locking cars and homes, and encouraged exterior home cameras if possible. Mr. Gwinn asked about the road and bridge closures for the marathon being held the next day. One homeowner asked the Lieutenant to comment on the amount of patrolling that the officers do. He commented that the officers work 12-hour shifts, and most of their time is spent in their vehicles, on patrol and/or spotlighting within the communities as well. Another homeowner asked what is the most prominent way thieves have been entering homes? The lieutenant mentioned thieves are popping plastic window locks or entering through unlocked doors. He reminded everyone again to check their locks and make sure they are secure. He then thanked everyone and reminded them of the non-emergency number of 252-473-3444.

Mr. Gwinn introduced Phil Wolfe from the Nags Head Fire Department. Mr. Wolfe provided a description of Fire and Ocean Rescue Department and reported that they answered 1300 calls within the Community last year. He emphasized the importance of fire prevention most notably by changing batteries in the smoke detectors. He discussed that the Department conducts commercial fire inspections for local business and voluntary home inspections. They also lead a car seat safety program as well as public education programs. He offered a few tips for fire prevention and safety such as sleeping with the bedroom door closed, replacing GFI outlets, install a fire extinguisher, and make sure the house numbers are visible and correct. If residents

are cooking on outdoor grills, he encouraged them to make sure the grill is placed on the ground floor, away from the siding and not on the mulch bed. He mentioned the idea of replacing mulch with rock as another way to prevent fires. He reminded everyone that beach fire pits permits are available online at [www.nagsheadfirerescue.com](http://www.nagsheadfirerescue.com). One homeowner asked about the rules on having fire pits at the house. Fire pits must be in a 'burn' container with a screen cover. Another homeowner asked what to do if you witness someone shooting fireworks at or near a home and Mr. Wolfe said to call 911 immediately because fireworks are prohibited in the Town of Nags Head. Mr. Gwinn asked if Japanese lanterns are allowed, but Mr. Wolfe reported that they are prohibited, as well, in Nags Head. Mr. Thomas commended the Ocean Rescue Team for a job well done during a rescue mission he witnessed at the beach this summer. One homeowner asked about the possibility of implementing mandatory blue, reflective house number signs on homes within the Village because of the absence of mailboxes. In his full-time township in New Jersey, the signs are used, which aid in emergency situations. He will forward a picture of the signs to Mr. Gwinn who will forward it to the Architectural Control Committee for review. Mr. Gwinn thanked Mr. Wolfe for his time and presentation.

*President's Report* –Mr. Gwinn presented the President's Report. He reviewed the Village at Nags Head watercraft policy and that all watercraft and trailers at the Sound Accesses must be recorded and decaled and trailers must be road worthy. He mentioned that Ms. Green will be inventorying the boats this winter. He also addressed the waste water treatment plant odor issue; and shared information that Carolina Water is planning to perform a \$4mil renovation and expansion of the current facility, thus increasing the treatment capacity from the current 400,000 gallons (rated) to 500,000 gallons. New covers and scrubbers will be installed on the open areas of the plant. The cost of the renovation is to be shared by all customers statewide, with the work beginning after Labor Day of 2018 and commencing before Memorial Day of 2019. Mr. Gwinn confirmed the Board's recognition of a problem with storm water drainage in certain areas of the community. Nags Head experienced a record amount of rainfall during the Spring and Summer of 2017, prompting the Town of Nags Head to create a Committee to examine the issue and reassess the original storm water drainage plan. There are no corrective measures in place to date, but Mr. Gwinn assured the membership that the Village Board, the Town, and the Golf Links, are aware of the issues and are working together, to explore all possibilities. One homeowner asked if an engineer has been hired to assess the issue. Mr. Gwinn reported that the Town of Nags Head has contracted engineering firms to conduct studies over the past several years, with more to be done in the future. Another homeowner asked if the Committee is taking volunteers from the general public and Mr. Gwinn encouraged her to contact Cliff Ogburn, Manager of the Town of Nags Head.

*Nominating Committee Report* – Chair Todd Farrand presented the Nominating Committee Report. The Committee consisted of Mr. Farrand, Annette Ratzenberger, and Mick Jernigan as the Board representative. Mr. Farrand thanked expiring Board member, Bill Riddick, for his years of service. The proposed slate was Rick Thomas and Traci Madonia for three-year terms. Mr. Farrand asked for nominations from the floor. Since there were none, the nominations were closed, and Mr. Thomas and Ms. Madonia were elected by acclamation. Mr. Farrand encouraged any interested members to sign up to serve on the Nominating Committee.

*Architectural Control Committee Report* – Chair Todd Farrand presented the report. He recognized Ms. Green of Village Realty and the Committee members including Beverly Head, Brenda Holloway, Suzanne Stillman, Al Byrum, John Ratzenberger and John Juzwiak; and thanked everyone for their service. Mr. Farrand reported that the Committee reviewed 52 paint, 42 remodel and 3 new construction applications, year-to-date. He presented an overview of the application process. One homeowner asked about roof options, specifically, Tesla solar panels. No specific application or request for this has been reviewed. Mr. Farrand reported that the Committee has reviewed, and is open to reviewing, a number of roofing options. Another homeowner asked if composite roofing options had been considered. Per Mr. Farrand, they had been, but cedar shake roofs still remain the last fully defining features of the Village at Nags Head. Mr. Gwinn thanked Mr. Farrand.

*Landscape Committee Report* – Mr. Byrum presented the Landscape Committee Report. The Committee consists of Chair Al Byrum, Webb Fuller, Brenda Holloway, Fran Campbell, Meade Gwinn, and John Lacey. Mr. Byrum thanked the Committee members for a great year. The Charter of the Committee is to assess and beautify the common areas within the community. Mr. Byrum explained that Beach Mowing was the Association's landscaper, contracted to maintain the Communities' 20+ common areas. He reported that 2018 is the last of a three-year contract with Beach Mowing and they have serviced the Village at Nags Head for 10-12 years.

Mr. Byrum introduced the 2017 Yard of the Month Winners:

1. June-Helen Wilcox of 5306 Captains Way
2. July-Todd Farrand and Mike Reed of 5336 Captains Way
3. August-Sharon and Ronnie Cahoon of 101 West Lochridge Court
4. September-Paul and Mary Stein of 115 Soundbreeze Lane and Ray and Barbara Bruce of 5107 South Links Drive.

The Committee completed multiple projects in 2017. Several islands within the community had plants either removed or severely pruned in order to increase traffic visibility. These areas include Marsh Links, Leeward Shores, and Linkside. Additionally, dead pines and oleanders were removed and replaced. The landscaping in the circle at the beach access was improved by adding plants and ornamental grasses. A new irrigation pump that services the landscaped area around the Village at the Nags Head-Oceanside sign was installed and new housing was built. Mr. Byrum discussed the implementation of the landscape architect's design of the new front entrance. The design was installed this year within the center island and along the sides of the center island at the Village at Nags Head main entrance. The Committee researched, purchased and installed 4 new post lights at the medians at the west side entrances of the Village. The lights are low-voltage, LED, bell shaped post lights which improved visibility when turning into the Community.

Currently, the Committee is installing the landscaping at the North and South main entrance islands; removing the ground cover and uncovering the beautiful stone walls. Mr. Byrum reported the Committee's remaining potential projects include installing LED solar lights at the bridge on hole #3 and creating a landscaped area on the south side of Baymeadow, close to Food Lion. The next couple of years will be focused primarily on maintenance rather than large

projects and monitoring Beach Mowing's performance. Mr. Gwinn thanked Mr. Byrum and the Committee for their work this year.

*Common Elements Committee* – Mr. Juzwiak presented the Committee's report. He introduced the members as Bill Riddick, Bob Holloway, and Earl Herald. Mr. Juzwiak explained the charter of the Committee and their role in budget planning with the Finance Committee. He explained the projects that were completed this year, including the replacement of the entire bulkhead at the North Sound Access, the piers were raised at the North Sound Access gazebo, siding painted and lattice replaced at the beach bath house, the stairs and piers were repaired at the South Sound Access. The concrete entry wall at the beach access will be repaired by year's end. Mr. Juzwiak thanked the members and asked for volunteers for the Committee. One homeowner asked why the stairs at the beach were always covered with sand. Mr. Juzwiak replied that sand moved but a blue sand mat was purchased and placed which alleviated most of the difficulty of getting to the beach. The Board has no plan to build more steps. Another homeowner asked about the mailbox project and Mr. Juzwiak reported that this has been tabled for various reasons. There was another homeowner who commented that the North Sound Access looks great and is very functional but asked who is responsible for the entry road maintenance. Mr. Juzwiak reported that the Board is working with the Golf Links on a repair of the intersection with the cart path this off-season. Mr. Gwinn thanked the Committee for their hard work.

*Communications Committee*- Laurie Battaglia presented the Committee's report. She welcomed the membership to 'like' the POA's Facebook page and encouraged member interaction. She introduced Peyton Gwinn as the other Committee member and thanked her for her contributions. Ms. Battaglia also explained what information can be found on the POA's website and encouraged any sub-associations to send her their information if they would like to be included on the site. Mr. Gwinn thanked the Communications Committee.

*Finance Committee Report* – Mr. Riddick presented his final Finance Committee report. He introduced his Committee members as Annette Ratzenberger and Rick Thomas and thanked members along with Ms. Green for their contributions this year. Mr. Riddick noted that overall the association was in good financial shape. The Association will have an anticipated \$290k in Reserves at the end of 2017 so no dues increase is anticipated at this time. The Association had to access some of the Reserve Funds to cover the North Sound Access project. Mr. Riddick discussed the Reserve Study Update that was done this year and in 2018, the Association will contribute an anticipated \$40k to the Reserve Fund. Mr. Riddick explained the Association Resolution for Revenue Ruling 70-604 – Excess Income Applied to the Following Year's Assessment. He explained the Association's accountant had recommended this resolution be included in the minutes so that any reserve excess in a given year can roll over to the next year to avoid taxation. In the event there is no excess membership income at end of the year, the election is simply ignored. On a motion by a homeowner and a second by Mr. Bill Sport, the Resolution was approved by acclamation. Mr. Riddick explained that they will not have to pass this resolution in 2018 because there was no contribution for 2017. One homeowner asked if the Board can post a list of the 2017 Capital Expenditures to the website. Yes, this can be done. The information will be sent to the Communications Committee for posting. Another homeowner asked what percentage of the assessments are current and Mr. Riddick explained that a high percentage of members are current on their dues and he then tried to explain the bad debt

line item on the budget. Mr. Gwinn thanked Mr. Riddick for his years of service on the Committee.

Mr. Gwinn then took questions from the floor.

Items from Property Owners

- Louis Toth informed owners that he will trap, spay or neuter stray cats out of his own pocket. If you notice stray cats please contact him at 252-441-3684. The owners thanked Mr. Toth for his work on this issue.
- Louis Toth also volunteered to collect stray golf balls and sell them for donations for the feral cat rescue. A record 2400 golf balls were donated to local schools as a result of his work.

With there being no further business, Mr. Gwinn adjourned the meeting.

Respectfully Submitted,

Kelly Green/Association Manager