

Heron Bay Board of Directors Minutes

May 18, 2026

- Meeting called to order and determination of Quorum at 9:00am
- Board Members: Melanie Munn-President, Al Camp-Vice President, Barb Lippert-Treasurer, Michelle Ruby-Secretary, Amy Zaremski-At Large and Website Manager
- Also in Attendance: Gene Gotbaum, Dean Marney, Kevin Thortsen, and Henry Munn
- Phone Call-in: Renee and Tom Lundin and Ron Hardison
- Motion made and seconded to approve May agenda. Motion carried unanimously.
- Motion made and seconded to approve the April 20, 2026 meeting minutes. Motion carried unanimously.

Oral Communications to Board:

a. Low Lake Levels - Dean Marney requested temporary use of an available HOA boat slip for boat storage. During discussion, questions were raised about how temporary slip usage should be managed, including whether a fee should be charged and how to ensure fair access for all residents who may need temporary space. The conversation also included the possibility of identifying unused privately owned slips and encouraging owners to make them available to neighbors on a temporary basis when feasible. Discussion continued during Executive Session.

B. Duplicate Housing Plans - Gene Gotbaum expressed concerns about duplicate home designs being constructed within the neighborhood. He noted that some builders own multiple lots and may build the same house plan on several properties. Gene suggested that this issue could be addressed through future revisions to the community's Covenants, Conditions, and Restrictions (CC&Rs). He also noted that the Architectural Review Committee (ARC) has the ability to review and amend architectural guidelines to address design diversity concerns. Henry Munn, Chair of the Architectural Review Committee (ARC), responded that, based on his understanding, the proposed homes are not identical. While the floor plans may be similar, modifications to the front elevations and differences in color are planned to create distinct curb appeal and differentiate the homes from the street. To avoid extended debate during the open meeting, the Board concluded the discussion and agreed to continue reviewing the matter and potential options during Executive Session.

Unfinished Business: Due to Michelle's absence from the April Board Meeting, a review of outstanding action items from the previous meeting was not completed in preparation for the May meeting. As a result, unfinished business items that may have required Board discussion were not identified or included on the agenda. Prior meeting minutes will be reviewed, and a comprehensive update on completed and outstanding action items will be prepared and presented at the June Board Meeting to ensure continuity and proper follow-up on Board business.

New Business:

a. Update from Ashley on Status of RM Office Move/Change of Address - Ashley provided an update on RealManage's office relocation. The move remains in progress due to delays in receiving office furniture. The transition will have minimal impact on HOA operations, as all payments will continue to be processed through the Dallas P.O. Box. Mail sent to the former office location is being forwarded and will continue to be monitored during the transition period.

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The only HOA document requiring an address update is the ARC application for mailed payments. The new mailing address is: 301 McCullough Drive, Suite 305, Charlotte, NC 28262

b. Violations after May 31st Grace Period - The Board discussed enforcement procedures following the expiration of the grace period on May 31, including concerns related to boat storage and parking compliance. It was agreed that homeowners will receive notice of violations and be given the opportunity to address issues before fines are assessed. Ashley will continue conducting monthly inspections and will reevaluate outstanding violations before any enforcement action is taken. Boat Storage can always be offered as a solution.

c. 2027 Budget - Initial discussions for the 2027 budget focused on anticipated major expenses, including landscaping, legal services, website infrastructure, and reserve projects. Mel will provide CPC landscaping estimates and other anticipated maintenance costs. Legal expenses, including collections and covenant-related matters, will also be reviewed. Amy recommended budgeting for website upgrades and infrastructure improvements. Information regarding website development resources was obtained from the Restore Badin Lake (RBL) project, which incurred approximately \$8,000 in setup costs. Additional quotes will be obtained for comparison. The Board also discussed website hosting, domain fees, file storage, email accounts, trash collection services, and future reserve study recommendations to identify upcoming replacement and maintenance needs.

Reports:

Architectural Review Committee (ARC) Report - Henry reported a high level of construction activity within the community, with as many as 15 homes under review at one time. The ARC remains committed to preserving the unique character of the neighborhood and is actively monitoring approximately 10 ongoing projects, with three additional projects expected to begin in the near future.

Common Property Committee (CPC) Report - Mel reported that the landscaping surrounding the front entrance sign sustained damage after being struck by a vehicle and trailer. Concerns were raised regarding unauthorized use of the boat ramp by non-residents. Residents also requested notification when herbicide applications are scheduled so pet owners can take appropriate precautions. The CPC discussed recruiting volunteers to assist with trimming low-hanging branches along walking trails and making minor repairs to the pedestrian bridge. Ongoing walking trail improvements continue, and residents were asked for patience during the repair process. Repairs to the clubhouse front door crash bar are also underway.

Social Committee Report - The May 2 Derby Day event was reported as a successful community gathering. Residents were reminded of the upcoming Summer Kickoff Movie Night scheduled for June 5. Due to Amy's travel to Japan, Ashley will coordinate event communications. Amy's meeting support responsibilities will be coordinated as needed until her return.

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Covenants, Conditions, and Restrictions (CCR) Revision Committee - Kevin reported that the committee continues its comprehensive review and reformatting of the governing documents. The goal is to create a clear and well-organized document before submission to legal counsel, thereby minimizing attorney review costs. The committee is also evaluating the appropriate placement of provisions within the CCRs versus ARC Guidelines to ensure each document serves its intended purpose and provides clear operational guidance.

Treasurer Report - Barb Lippert provided an overview of the HOA's financial accounts, including debit card, operating, reserve, and money market balances. The Board discussed developing a planning spreadsheet for 2027 budget projections and identifying anticipated expenses and capital projects (1, 3 and 5 years).

Future Action Items:

- Request that RealManage annually verify that local emergency service providers have current gate access codes.

Executive session began at approximately 11:09am.

Return to Regular Session at approximately 1:20pm.

The March HOA Board Meeting was adjourned at approximately 1:20pm.

The next meeting of the Heron Bay HOA Board will be Monday, June 15, 2026.