

## Cedarfield II HOA Meeting Minutes

July 18, 2023 at Swim Club Management

9800 W. Kinsey Dr. Suite 135, Huntersville, NC (because of issues with the air quality and heat).

Call to Order: 7:00 p.m.

June Minutes: the entirety of the Board had not reviewed June's minutes that were shared prior to the meeting. Board will email on 7/19 to approve June's minutes so they can be posted to the website.

<b>Attending:</b> Catherine Smith (Secretary) Bob Creighton (President) Perry Brittain (Treasurer) Jason Bacon (Member-at-large) Leslie Kepler (Rental Chair) Eve Smith (homeowner) Richard Jackson (Rental Committee)	<b>Absent:</b> John Carothers (Vice President) Katie Murphy (Welcome) Kara Dame (Social) Naomi Bourque (Pool)
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### OFFICER REPORTS

#### President's Report: (Bob Creighton)

- Received the new filter for drinking fountain at the pool and replaced it. The indicator shows it's still red and needs to be replaced, but the filter is actually fine. July 4th Cook-out was a great success! Thanks to Jason and Bob for cooking and coordinating!
- Issue with a homeless person sleeping on the bench at the playground. Bob called the police. Huntersville PD banned the person from our neighborhood property for 1 year. Bob's main concern in calling the police was because of children coming to the playground without parents and having this person there and interacting with the children. Discussion of the reported car break-ins and speculation of whether they might be related to this person wandering the neighborhood. Our pool cameras do not show that part of our property, which is an issue.
- Motion made by Bob to add 2 more cameras to our security camera systems (Carolina Security): 1 new camera for the area that shows the swingset and another new camera mounted at the cabana to show the playground. Each camera is \$350 and it's \$100 to run the cable for the camera. Motion approved by Board vote.
- Bob found out after trying to check the footage after some recent incidents that the system playback feature on our security system was not working properly. This was covered by our maintenance contract and Carolina Security swapped out the controller unit at no charge, so now we can go back and see past video footage recorded from the date the new unit was installed. It stores footage for 75-90 days.
- Catherine, John, and Bob did 2 HOA violations hearings in June.
  - One rental owner did not call in because she thought she had fulfilled her duties. The Board confirmed she had cleaned up her property significantly, but that didn't excuse her from the hearing.

- The 2nd hearing was for the Henderson Hill house and she also did not call in to the hearing. The owner later told us that she did not receive notice. We did note that some of the notices provided to the owner were blank where the hearing date/time should have been.

**Treasurer's Report:** (Perry Brittain)

Several Accounting issues going on with Hawthorne for June 2023:

- Hawthorne made a double payment to Cincinnati Insurance (in the amount of \$5,056). Bob realized and requested the reimbursement immediately, we have not received it yet.
- Hawthorne increased their management cost based on a 1/1/2023 addendum, however they had continued to bill us at last year's rate. This resulted in a "catch-up" charge in June of an additional \$976. Our management monthly fee is \$1662 vs. \$1523.
- Pool Contract with SCM continues to be our largest increase over 2022.
- Per our contract, SCM front loads monthly payments before the pool is open to pay for labor, training, etc. then we pay the rest/bulk of our payments made during the summer when costs are highest.
- Issues Perry wants to dig into in 2023:
  - Office Supplies and Postage monthly- it's \$2 for every single letter we send. The HOA is required to mail letters via USPS for certain issues. If Hawthorne is failing to send letters properly (i.e. mailing notices that don't have dates/times for hearings on them, etc.), we should not have to pay for the office supplies and postage that they send incorrectly.
  - Hawthorne serves as a "collection agency" for late fees and HOA dues. We currently have a \$20 late fee and Hawthorne gets \$10 for each late fee they collect. Should we increase the late fee?
  - Hawthorne charged us for trash collection for Cedarfield Park since January, approximately \$65 year to date. Bob has instructed Hawthorn to refund those amounts to C2.

## **COMMITTEE REPORTS**

**Landscaping:** (Vacant) Jason has been working with Superior to get the mulch completed at the pool area. Jason has texted Krista several times over 4 weeks with no response. Krista called Jason back today and said "this isn't the season we do mulch," Jason was clear that we need the mulch for safety within the next month (by August 18). Bob asked a neighbor to serve on the landscaping committee and both Will Clarke and Diane Giesekeing are willing to serve. Thank you, neighbors!

**Pool:** (Naomi Bourque)

- The situation involving teenagers under the influence at the pool ended with the residents losing pool access for the summer and there have been no further issues.
- The Cedarfield Shark Swim season has come to an end, thank you for everyone's patience and flexibility during pool closures for meets and the banquet.
- Thank you to everyone that helped out with the July 4<sup>th</sup> event at the pool!
- There was an issue with the baby pool motor which caused the baby pool to be closed temporarily although it was repaired quickly and is back to working order.

- A handful of residents have booked parties through SCM. We are working closely with them to make sure no parties overlap.
- There appears to be a missing table from under the large awning area near the playground. There used to be 2 tall tables and 3 short tables with chairs. One of the short tables is missing and the guards I have spoken to are unsure what happened. If anyone has any insight please contact Naomi. Naomi assumes the table was broken and thrown away.
- Went through the sign-in log and checked to see who goes the most regularly to the pool and Bob is going to request those homeowners to serve on the pool committee next year.
- We also need a chairperson for next year! Volunteers please contact Bob.

**Welcome:** (Katie Murphy): No update.

**Social:** (Kara Dame) No update.

**Architectural Control:** (Bob Creighton) 3 requests. 1 request in June for a flower bed. 2 in July- 1 for a metal railing instead of a wood railing up to their front door. 1 for a shed. All approved.

**Rental Oversight:** (Leslie Kepler)

- We currently have 38 rental homes in the neighborhood. 12 have provided current leases on file with the HOA. 2 properties are vacant. 4 leases have expired (unclear on status). 20 rental home owners have not provided a lease, which is almost 50% non-compliance.
- We were supposed to have hearings for 13 homeowners on July 14. Received leases for 5 of those houses. We had to reschedule the hearings until July 27, 2023. Bob and Leslie will handle those hearings. Bob rewrote the hearing notice letter. After the hearing Candice sends a letter saying rental home owners have 10 days to cure and send the lease or else they will be fined \$100/week.
- Rental (Lease) Violations have not been tracked properly in our system, CINC
  - Discussion with Candice at Hawthorne and her boss about logging information needed in CINC.
  - Given the magnitude of hearings needed, it is necessary to figure out how to follow up on the expectation that leases will be provided or fines will be levied. Otherwise rental home owners will continue to ignore the requirement.
  - If we are to rely on the CINC system, but it is not updated for other types of violations, it is not realistic to expect that it will be expedient for documenting rental leases. If that's the case, then what "teeth" does the process have?
- Rental Eligibility Flowchart: Ready to post to the website. Message sent to Ryan Dame about whether to send pieces as available or bundle changes together. Second request sent to Ryan. Ryan responded today.
- Welcome Letter: ready to post to the website.
- Rental Section on website: will be updated soon.
- How to let real estate agents know that we have a rental restriction now? Discussion that it's not the Board's responsibility to inform. It's the buyer's responsibility to read the CCRs and Guidelines and confirm they can use the property as they wish.

## OLD BUSINESS

### Reserve Study:

- Walked the pool area with SCM General Manager David Johnson and Jeremiah Delehanty, Construction Supervisor. They provided general ballpark numbers so we can assess and forecast future costs for maintenance of our capital assets over the next 10 years. We will need to gather additional information about maintenance estimates for buildings, paving, monuments, and irrigation. We will wait until that time to make specific recommendations about our maintenance reserves.
- **Kiddie Pool:** they estimate the kiddie pool is in good condition for now and will not need major work for 7-10 years. The one issue we should address is the coping caulk (caulk between tile around the edge of the pool and the concrete). Approximately \$980.
- **Main Pool:** the best estimate is that the main pool will need to be resurfaced within 5-7 years. We may be able to come closer to 7 years by buying time with an acid wash for about \$4,800. Costs in today's numbers are:

Full Chip out for re-plaster	\$30,000
Main Pool Plaster	\$69,115
Main Pool waterline tile replacement	\$10,920
Main Pool coping caulk	\$6,240

- **Pool Deck:** we may need to resurface the pool deck at some point.
  - \$48,000 to resurface the main pool area.
  - \$2,800 to resurface the kiddie pool area.
- **Pump Room:** They estimate that our pump room is in good condition for now and for the next 7-10 years. When the time for renovation comes, the estimates are:

Main Pool Pump Room renovation	\$24,855
Kiddie Pool Pump Room renovation	\$2,600

- Our most immediate issue is the need to caulk the seams of the pool deck before the end of this year. There are 525+ feet of seams. In order to ensure that the work is done in time to avoid additional cracking in the pool deck, we should approve that work as soon as possible. Bob Creighton will work on securing additional quotes.
- One quote has been received from another contractor for caulking around the pool joints and concrete joints for \$11,000 for polyurethane caulk or \$22,000 for pool-specific caulk.

## NEW BUSINESS

- None.