

## Cedarfield II HOA Meeting Minutes

October 17, 2023 via Zoom

Call to Order: 7:06 pm

No meeting in September, due to lack of Board availability.

August minutes- Approved.

<b>Attending:</b> Richard Jackson (Rental Committee member) Bob Creighton (President) Anna Warren (Pool Committee Chair) John Carothers (Vice-President) Catherine Smith (Secretary)	<b>Absent:</b> Jason Bacon (Member-at-Large) Treasurer (vacant) Kara Dame (Social Committee Chair) Katie Murphy (Welcome Committee Chair) Leslie Kepler (Rental Committee Chair)
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### President's Report:

- Board vacancy- Perry Brittain (Treasurer) has left due to work constraints. We need a new Board member. The new member would not enter in the treasurer role. We reallocate roles on the Board with new membership at the Annual Meeting in January.
- New Landscape Committee members: Will Clarke and Diane Giesekeing. Thanks for joining!
- Anna Warren- new Pool Committee Chair. Thank you!

Treasurer's Report: Income in September was \$4,640 consisting mostly of accumulated fines paid and past due assessments collected. Year to date we have received \$223,684 in assessments (95% of our full year projection of \$234,900). Total year to date income with fines, interest, pool memberships and other items is \$241,863.

September expenses for Building & Grounds was \$11,438 which includes costs for the pool, landscaping, water and electricity. In September we paid \$1,850 for re-strapping some chairs and lounges, and \$2,500 for the swim team. Our phone service for the pool rolled off contract and increased significantly, but was not noticed by Hawthorne and put back onto a contract. To minimize unnecessary expenses the phone service has been shut off until Spring 2024.

The joints in the pool deck were resealed in September at a cost of \$19,090. The invoice was not processed in September and will appear in October financials. Funds were transferred out of the Pool Reserve in September to cover the expense, so there is a timing mismatch of the expense and the draw from reserves that will self-correct by the end of October.

Total cash decreased \$9k to \$205,048, consisting of \$132,325 in the operating account and \$71,723 in reserves. Year to date we have put \$30,000 into reserves and spent \$31,697 from reserves.

### Landscape Committee:

- Obtaining quotes to remove the diseased Leland Cypresses at the main entrance of C2 (Stratton Farm & McIlwaine) on both sides of the street. Quotes from 2-3 different landscaping companies, which average ~\$6K to remove the 6 total Leland Cypresses (3 on each side then additional). Approximately \$1K to grind the stumps.
- On the west side of the street, the electrical power box for the whole community is directly behind the trees and we want to preventatively remove the trees before a storm takes the electricity out.
- The same 3 companies that quoted for trimming the crepe myrtles.
  - Layton's: \$6K to cut and \$3K to grind stumps.
  - Tree Therapy for just cutting down trees is \$4,650.
  - Bob did not have the 3rd quote handy.
- Bob made a motion for the Board to approve removal of trees and stump grinding up to \$7,000.
  - Board deferred voting on the motion.
  - Motion for the Leland cypress removal and stump grinding was further defined *via* email to accept the quotes from Tree Therapy for \$4,650 and Flowers Stump Grinding for \$400.
  - The Board approved unanimously by email vote which concluded 10/22/2023.

### Pool Committee:

- On 9/28/2023 the Pool Committee assessed the needs of pool furniture.
  - 25 chairs that need at least partial restrapping.
  - Committee reached out to C1 and asked who they used for restrapping: AquaTech to restrap their furniture and it looks great.
  - Plan to speak to David at Swim Club Management, Aquatech, and other pool management companies for estimates for restrapping. Will plan to get quotes over the next month and discuss in the November 2023 HOA meeting.
- Pool Cover has a few rips. Committee researched patch kits to prevent the holes from growing and prolong the life of the pool cover.
  - Patch kit will come out of maintenance line item if under \$100, which is a different area of the budget.
- Researching prices on new furniture, but understand that we will have to upgrade in phases.
  - #1 priority is shade options for the baby pool area- heavy duty tables with commercial grade umbrella holder and umbrellas for shade.
  - #2 priority is new umbrellas for the main pool area.
  - Bob has allocated \$2000 for pool furniture for the 2024 budget.
  - Bob purchased 2 umbrellas from Ace Hardware in Davidson for ~\$60 a piece on sale.
- Pool Committee plans to winterize the guard room, clean it thoroughly.
- Goal for Spring:
  - 2 beautification days for neighbors to come up to pool and pressure wash, paint bathroom doors, etc. maybe upgrade the ceiling fans in the pavilion.

- Proposed summer season hours for SCM:
  - Made some significant changes based on what the swim team needs are and what would best suit the neighborhood. Opening in late May, instead of after CMS releases.

May 28 - May 31 4-8pm

June 1 (Saturday) 10-9 with one additional lifeguard from 10-6

June 2 (Sunday) 12-8 with one additional lifeguard from 1-6

June 3-7 Full time open 11-8 (charter/private school kids available to guard?)

CMS last day is June 7

June 8 (Saturday) Full time open 11-9 with one additional lifeguard from 10-6

June 9 (Sunday) 12 - 8 with one additional lifeguard from 1-6

June 10-13 11 - 8

June 14 (Friday) 11-9

June 15 (Saturday) 11-9 with one additional lifeguard from 10-6

June 16 (Sunday) 12-8 with one additional lifeguard from 1-6

This pattern: M-Th 11-8/Fridays and Saturdays 11-9/Sundays 12-8 continues throughout the remainder of summer, with the exception of July 4, which will be 10-9.

August 12-23 11-8

August 24/25 Weekend hours

Labor Day weekend (Sat/Sun/Mon) weekend hours with Monday being 10-8

- The goal is to get neighborhood lifeguards from charter/private schools working as our guards because they will be out of school sooner than CMS kids.
- Guest fee:
  - Institute \$2 fee per guest- use the \$\$ to provide lifeguards with incentives (gift cards, pizzas during swim meets, or weekends, etc.)

#### Rental Committee:

- Rental Section on Website – *This task is stalled at our website coordinator.* Content provided to him in August for the landing page of the Rental section (see below) Request sent again on October 24.
- Online calendar set up for lease renewal reminders. Richard Jackson and Leslie set up a Google account for C2 Rentals. The username and password can be provided to committee or board members tasked with monitoring when leases are due to renew and reminder owners about providing updated copies.
- Rental Restrictions Neighborhood Signs – this task is stalled. A survey of intersections and sign location options was conducted and then revisited with the President to finalize locations and signs needed.
- Leases and Hearings status – *this task is stalled.* We are missing leases from 7 homes and hearings need to be scheduled. There are currently 37 total rental homes:

- 15 have provided leases and are within the lease term
- 12 where the leases have expired (many leases have month-to-month provisions)
- 3 vacant rental homes, and
- 7 no lease yet provided.

Welcome Committee: No report.

Social Committee: Fall Festival was well-attended and fun! December 9, 2023 holiday event with C1 is up next. Hosted at C1.

Architectural Control Committee: 1 siding replacement request, room addition and deck replacement with new siding, shed addition and house painting all approved.

### **Old Business**

- Reserve Study- we have a better idea of what we need now. Thanks to John Carothers for leading the charge on this!
  - The study shows that we have a variety of maintenance items that are expected over the next 3 to 15 years. The total cost now for all those items is about \$319,000. We can reasonably expect those costs to increase to about \$395,000 by the time the funds are spent.
  - To be ready to pay for these repairs as they come up we need to set aside about \$54,000 each year, which is an increase of \$14,000 from what we are putting in reserves this year. We are starting with a current reserve balance of \$70,000, short by about \$250,000 to \$320,000.

### **New Business**

- 2024 Budget Review
  - Potentially changing management companies, which may allow us to reduce our admin expenses.
  - Increase our annual dues from \$590/year to \$630/year per home.
  - Will have about \$60K (safety cash) in the bank operating account that is not allocated or budgeted in any way.
- Bob made a Motion to Change Management Company to Sentry Management (called CSI Communities) effective January 1, 2024. Bob, John, and Catherine all in favor of the change, which is a majority of the Board.