

Cedarfield II HOA Meeting Minutes

7/16/24

Location: Teams Meeting

Meeting called to order at 6:50 PM

Attendees:

Board Members

President - Bob Creighton

Vice President - John Carothers

Treasurer - Richard Jackson

Secretary - Jason Bacon

Member at Large – Susan Cothorn

Landscape Committee – No Attendees

Pool Committee – Anna Warren

Rent Control – No Attendees

Welcome – No Attendees

Social – No Attendees

ARC – No Attendees

Rental Committee -No Attendees

Residents:

-No Attendees

Sentry Management

-Paige Johnson

Approval of Prior Minutes:

June minutes approved by all board members via email and will be posted on portal.

Officer Reports

President

- No new items to discuss.

Treasurer

- HOA budget- \$265,675 Budget vs. \$268,710 collected to date. This includes non member pool income (\$10,200) and interest income (\$5,390) & late fees & charges.
- Cedarfield park garbage charges have been resolved.
- CD's for operating account to mature in September 2024.
- Reserve funds are all in money market account.
- Pool committee exceeded goal for outside membership sales. \$5,050 budgeted. \$10,200 sold.
- Aged receivables at \$17,143 down from \$18,330 in June.
 - Delinquent HOA dues have been corrected except for one account which has been sent to collections in June. Lien filed on 6/11.

- Aged receivables w/out 1 problem account & account sent to collections are approximately \$2,654 and consist primarily of 12 accounts with one month's delinquency in HOA dues.
- Action Items:
 - Board - Discuss CD's due in September
 - Board - Discuss Reserve Fund return rates
 - Paige – Follow up on foreclosure on home w/ total delinquency on HOA dues in August
 - Board – Follow up on accounts w/ delinquent HOA dues in April 2025.
 - Paige – Confirm accounts w/ delinquency have pool fob shut off

Committee Reports

Pool

- Pool has opened fully after baby pool pump repair & 911 issue
- Adirondak chairs have been received. Ten are out for use and 10 to be held in storage. 6 tables are set out.
- Quality Air repaired the AC in the guard room.
- Gift cards will be purchased for the guards. (\$50 for supervisors & \$15 for guards)
- John built new boxes to cover exposed conduit in pool area.
- Action Items:
 - Clear door for guard room so guards can see gate while door is closed (Jason)
 - Main pool pump cover has a crack in it and needs to be repaired (Bob/Anna)
 - Women's restroom door needs to be repaired (Jason)
 - Set up service plan for pool – HVAC / Pest / Etc (Jason)
 - New parking lot signs need to be ordered and installed. Sentry (Paige) is working on.
 - Recycling – Pool Committee (Jamie) to develop a plan for recycling
 - 3 broken umbrellas will be replaced through Restrap – approximate cost is \$1000 and was approved unanimously by board. We are waiting for these to arrive – 2 month lead time.
 - Lifeguard umbrella to be replaced by SCM.
 - Gift certificates for guards to be purchased and distributed (Anna)
 - John to build second box for electrical.
 - Sentry (Paige) - Pest control needs to be set up
 - Quote was received from Team Pest USA at over \$2K
 - Jason got price from Terminex
 - Paige will ask Arrow Exterminating for a quote
 - Pool cover has been removed
 - SCM (Caleb) said he will get pricing to repair. Bob / Anna are working with him on this.

Landscape

- New flowers are in and new hollies are doing well. Bob will water new hollies as needed for summer.
- Re-rip rapping 2 runoff area by pool area had been considered in 2023 but was tabled until a later date. Superior provided quote and board approved of \$3,000 to repair this area at this

meeting. Rock quoted in this proposal is of adequate size. This is non budgeted and will come out of reserves.

- Issue of dying cypress in neighborhood was brought up. It was determined that none of these are on C2 property.
- Action Items:
 - Coordinate installation of rip rap (Jason)
 - \$50 gift cert to be provided to two owners for helping w/ Holly trees (bob)

Rental

- Sentry is currently fining rental properties without a lease.
- Action Items:
 - Paige to get price for 10 signs using language provided by Leslie
 - Rental Committee to work w/ Sentry (Paige) to order & put up rental restriction signs @ entrances and other locations
 - Sentry (Paige) to follow up on outstanding lease violations.

Welcome

- No updates
- Action Items:
 - Paige to send "Move in / Move out" report to social committee

Social

- Pool Opening party was a success
- 4th of July party was a success
 - 120 burgers purchased / 82 served
 - 80 hot dogs purchased and served
 - 4 potato salads & 6 coleslaws purchased.
 - We had a lot of leftover salad & slaw due to good response by residents bringing potluck items. We had about 40 burgers leftover. Attendance at pool appeared lighter this year than last.
- Action Items
 - None

Architectural

- No updates
- Action Items
 - None

Old Business

Board Members

- Jason & John fall off at the end of 2024. Need to begin to look for people interested in serving on the board.

Violations

- Nuisance Complaints
 - Draft procedure for handling violations to be finalized. \$/frequency need to be established.
 - Action Items:
 - Paige to provide comments by 7/17 & board to discuss and finalize by 7/26.
- Violation hearings
 - Drive through of C2 is scheduled for 3rd Thursday of each month (Next = 7/18)
 - Violation hearings going forward will be set for 3rd Thursday of each month. (Next = 8/15).
 - The above cycle allows for:
 - Violations – adequate time for homeowner to be notified and correct issue between monthly drive through.
 - Hearings – adequate time for homeowner to be notified of hearing and be given a final chance to correct the violation prior to the hearing.

Letter on After Hours Pool Access / Closing off Pool Parking Lot Access

- Response was received from community and at meeting onsite on 6/29. Responses were under 50 total and board feels that we need to look into this more before making a decision.
- Action Items:
 - Follow up on this item

Goals for 2024

- This item tabled for future discussion.
- CSI (Page) to set up a training for Board for web app (rental directory/ARC committee/violations etc) and ensure violation and rental tabs are up to date from Hawthorne in addition to the email that she sent in February which gave a broad overview of the system. Note: It appears that most board members are familiar with AppFolio and how to run reports for these topics. This action item will be considered complete.

Use of C2 Emails

- Action Item
 - Board (Bob) sent out Ryan Dame's contact. Board Members to contact Ryan and set up/use emails.

Corporate Transparency

- Because of the Corporate Transparency Act of 2021, beginning January 1, 2025 HOAs will need to begin reporting to the US Financial Crimes Enforcement Network information about Beneficial Ownership of the HOA. This includes the name, address and ID number (of a driver license or passport). It is still unclear if this is to include all Board members or just the President. Bob brought up the potential idea of HOA becoming a nonprofit to avoid financial disclosure issues. To be discussed further in future

- This is tabled as of July meeting pending more information/clarification

New Business

- Pickleball court – to be discussed further in the future. Richard attended meeting w/ CP & C1 residents and they are looking at converting CP tennis courts to pickleball @ no cost to dues.

Violation Hearings

- Violation hearings held prior to the board hearing
- In the Board-only session the Board discussed actions for past due accounts, violations and nuisance violations that are still unresolved.

Meeting adjourned at 8:24