

# CREEK'S EDGE AT STONY POINT TOWN HOMES HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS MEETING

Clubhouse  
9400 Creek's Crossing Blvd  
**Monday, May 18, 2020**  
**5:30pm**

President – Mike Pratt (2020)  
Vice President – Larry Dahn (2022)  
Director – Rob Tait (2021)  
Treasurer – Steve Middleton  
Secretary – Traci Clark

## MINUTES

- I. CALL TO ORDER (President): Mike Pratt called the meeting to order as President at 5:33 pm.
- II. ROLL CALL and QUORUM STATUS (Secretary): Virtual Meeting, in attendance: Mike Pratt – President; Larry Dahn – Vice President; Traci Clark – Secretary; Rob Tait – Director; Steven Middleton – Treasurer; Cheryl Dillard – Managing Agent; Joe Perszyk – Beautification Chairman/Homeowner; Rick Bream – Homeowner; Mike McCabe – Homeowner; Betsy Kapsak – Homeowner; Ann Nelson Morck – Homeowner; Mick Massell – Homeowner; Fran Farmer – Homeowner; Susan Chandler – Homeowner; Sharon – Homeowner; Jerry Clark – Homeowner; Patricia - Homeowner
- III. APPROVAL OF MINUTES
  - A. February 17, 2020: Larry Dahn moved to approve the minutes; Rob Tait seconded the motion; the motion passed unanimously.
- IV. OWNER COMMENT PERIOD: Steven Middleton reported that he will be bringing in a new builder in place of LeGault; the current construction of Building T will be the final homes built by LeGault Homes; Mr. Middleton has narrowed down the new builders to Jason Moneymaker or Eagle Markle; negotiations between the developer and builders are on-going, and a final decision has not been reached; the plans for the Building Y three-story homes, close to 9481, are ready to be permitted and plans are being completed for the next two-story building (Building V); once the City of Richmond reopens, the plans will be submitted for permitting; the model home, at 9401, will no longer be used and therefore, will be sold; Mick Massell noted that the community needs a major cleanup before the new builder comes in; Steven Middleton explained that he has had on-going conversations with LeGault Homes about cleaning up the construction site, which will continue; Betsy Kapsak suggested that the HOA have the poison ivy in the community removed; the HOA will ask Kenny's Landscaping to remove the poison ivy as they go through the community. Concerns were expressed about the limb removal of the trees by the model home. Question about how termite treatment works in new buildings and if Hickman's could be used.
- V. REPORTS
  - A. President (Pratt): Verizon had delays with COVID 19 but should be complete no later than July 1, 2020. Chasen is scheduled to paint 6 homes and 3 villas end of June; Proof of insurance is still needed from a majority of homeowners; Cheryl Dillard will follow up with a request to the homeowners.
  - B. Treasurer (Middleton):  
AS OF APRIL 30, 2020
    1. \$31,803 in the operating checking account
    2. \$26,355 in the Paint Fund money market account
    3. \$271,883 in the Reserve Account, including \$102,452 in money market accounts and \$169,431 in CDs with one-year maturities and staggered expiration dates and

yields ranging from 1.83% to 2.57%; \$50,000 in money market account to be combined with CD maturing in May and rolled over

4. \$237 in past due assessments (1 owner)
5. Monthly Total Revenue was \$25,122 which was \$10 under budget
6. Monthly Total Expenses were \$27,813 which was \$11,270 under budget
7. Monthly Net Revenue was -\$2,701 or \$11,260 over budget
8. Monthly significant (+/- \$200) variations in expense line items were as follows:  
Taxes \$1,300 under budget (timing)  
Clubhouse Water \$362 over budget (coding issue?)  
Other Landscaping \$425 under budget  
Powerwashing \$1,875 under budget  
Irrigation Repairs \$500 under budget  
Gate Repairs \$4,323 under budget  
Roof Repair \$417 under budget  
General Repair \$284 over budget  
Pool Repair & Maintenance \$272 under budget  
Pool Water \$2,000 under budget (coding issue?)
9. Year to Date Total Revenue was \$100,458 which was \$80 under budget
10. Year to Date Total Expenses were \$98,341 which was \$13,167 under budget
11. Year to Date Net Revenue was \$2,117 or \$13,087 over budget
12. Year to Date significant variations (+/- \$500) in expense line items were as follows:

Taxes \$1,300 under budget (timing)  
Landscape Repair/Replacement \$1,830 under budget  
Other Landscaping \$4,085 over budget  
Powerwashing \$1,875 under budget  
Irrigation Repairs \$500 under budget  
Gate Repairs \$4,323 under budget  
Termite Bond \$2,733 over budget  
Roof Repair \$1,481 under budget  
General Repair \$506 over budget  
Pool Repair/Maintenance \$1,051 over budget  
Pool Water \$2,176 under budget  
Storm Water Fees \$611 under budget

In general, we have sufficient cash reserves and the repair/replacement reserve is funded in accordance with reserve study recommendations.

- C. Developer/Builder (Middleton): Steve Middleton spoke during the owner comment period.
- D. Social Committee (Mohr): Per Mike Pratt, all events are on hold due to Covid.
- E. Covenants Committee (Tait): The committee worked to approve 4 to 5 requests in the last 60 days; 2 applications are pending.
- F. Operations/Landscaping Committee (Pratt): The neighborhood looks great; Kenny's Landscape and Virginia Green have made the community look wonderful.
- G. Beautification Committee (Perszyk): The committee has not met since March; next meeting will be held next week, via Zoom.
- H. Managing Agent: Cheryl Dillard has attended several seminars regarding Covid practices and procedures; insurance does not cover infected persons and guidelines need to be posted in common amenity areas; the Board needs to review the Governor's guidelines and discuss how to open up the community areas safely in line with the State guidelines as soon as possible; Community Partners recommends that the pool, pool deck, and clubhouse remain closed until phase 2; due to uncertainty of the order and cost of following order, the Board considered obtaining attorney advice to understand what the executive order phase 1 means, and then

decide how proceed with opening up amenity areas. Board discussed options such as waiver and expressed interest in opening all amenities as soon as possible while safe.

VI. UNFINISHED BUSINESS

- A. Clubhouse Access for Community: If the Board installs the locks, the cost would be \$1,400; a community member would manage the software; the Board will further discuss at a future meeting.
- B. Community Website: No items to discuss.

VII. NEW BUSINESS

- A. Action without a Meeting Ratification: These three items were voted on by the Board. Rob Tait made a motion to approve the listed items below and, Steven Middleton seconded; the motion passed unanimously.
  - a. Airspading Trees -
  - b. Paint, Power wash and Carpentry
  - c. Brick Work
- B. Gutter Cleaning: This discussion will be revisited at a later date.
- C. Tru Timber Quote: Mike Pratt will discuss this item at the June meeting.
- D. Layman Irrigation Quote: Rob Tait moved to approve the quote which adds additional heads and, Steven Middleton seconded; all approved the motion and it passed unanimously.
- E. Asphalt Quote – hold until next meeting
- F. Pool/ Clubhouse Closing and Rules – Cheryl discussed above. Board decided to consult an attorney.

OWNER COMMENT PERIOD: Mike invited the homeowners to comment again. Fran believes it is foolish to waste money on an attorney regarding the pool and add expense to the budget.

VIII. NEXT MEETING DATE: Monday, June 15th, at 5:30 pm.

IX. EXECUTIVE SESSION (if necessary)

X. RETURN TO OPEN SESSION (if Executive Session)

XI. ADJOURNMENT: Steven Middleton moved to adjourn the meeting and, Larry Dahn seconded; there was no discussion and the motion passed by unanimous vote; the meeting was adjourned at 6:59 pm.

**Maintenance or service requests can be submitted at [www.communitypartnersva.com](http://www.communitypartnersva.com) or sent to Community Administrator Jessica Philyaw (378-5000x232)–[jphilyaw@communitypartnersva.com](mailto:jphilyaw@communitypartnersva.com)**  
*Residents are welcome to address the Board during the Owner Comment segment of the meeting. This segment is intended to provide members an opportunity to give input to the Board of Directors. The Board will take any input under advisement but may not respond immediately as they proceed with the planned business of the meeting. The Board reserves the right to limit this section of the meeting to a time they believe is appropriate. Please observe Robert's Rules of Order.*