

CREEK'S EDGE AT STONY POINT TOWN HOMES HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING
VIRTUAL

Tuesday, August 24, 2021
5:00 pm

President – Larry Dahn (2021)
Vice President – Anne Nelson Morck (2023)
Director – Rob Tait (2022)
Treasurer – Roseann Salasin (2021)
Secretary – Melissa Eager (2021)

MINUTES

I. CALL TO ORDER (President):

President Larry Dahn called the HOA meeting to order at 5:01 pm.

II. ROLL CALL and QUORUM STATUS (Secretary):

At the clubhouse, in attendance: Larry Dahn – President; Anne Nelson Morck – Vice President; Rob Tait – Director; Roseann Salasin – Treasurer; Melissa Eager - Secretary; Dave Hering – Managing Agent; Janet Carter - Homeowner/Social Committee Chair; Mike McCabe - Homeowner/Electrical Committee Chair; Joe Persyzk - Homeowner; Rick Bream - Homeowner; Dave Bell - Homeowner; Sharon Talarico - Homeowner/Landscaping Committee Co-Chair; Karen Bennett - Homeowner/Webmaster; Susan Meybin - Homeowner.

Virtual, in attendance: Pat Rollins – Homeowner; Jerry Clark – Homeowner; Debbie Markel – Homeowner/Covenants Committee Co-Chair; Fran Farmer – Homeowner; Jennifer Frisch; Debby Cohen – Homeowner; Betsy Kapsak - Homeowner; Lee Chaharyn - Homeowner; Cynthia Rice - Homeowner; Paul Hughes - Homeowner.

III. APPROVAL OF MINUTES

- A. July 27, 2021: Anne Nelson Morck made a motion to approve the minutes; Rob Tait seconded the motion; the motion passed unanimously.

IV. BUILDER/SALES UPDATE

Update from Jason Moneymaker via Larry.

Power will be installed tomorrow (8.25) so interior progress will be made. Material delivery has been a challenge. A walk through will be available in the next few weeks to the neighborhood. Exterior work is mostly complete and therefore the exterior areas will be cleaned (sorry for trash throughout process). Plantings will begin with Kenney's. Please reach out with any questions or concerns.

Larry - please do not use builder's dumpster and do not approach workers. Encourage homeowners to come to the Board if there are any questions/comments in regards to construction.

Anne Nelson - put out a reminder to the apartments to not use builder's dumpster as well. Encourage homeowners to be supportive of Jason.

V. REPORTS

A. President (Dahn)

- Reminder that we have an emergency exit as you head done the street from 9501 to the last house 9523; we've installed two locks (one on each gate) with the same code as our pool – 1950.
- We wanted to make all homeowners aware that one of the homes that closed recently was required to have Radon mitigation performed. From our understanding Radon exposure is the second highest risk factor for lung cancer next to smoking. Radon is not responsible by the HOA.
- Thanks to all those homeowners that helped in facilitating the clean-up on the north end/tarped area of open land that is slated for 7 – 2 story homes.
- Remember as a homeowner when selling there are several things you must be aware of. We've added some information on "Frequently Asked Questions" and remember we have a very detailed web site of information.
- Many homeowners have noticed two of the three pool lights are out. This will be addressed this winter as the board has a RFQ for re-plastering and tile work/replacement.
- Our last trimming of the season is tentatively scheduled for the end of this month – will keep everyone informed. Remember any homeowner that doesn't want any bushes trimmed, it's your responsibility to wrap with pink tape as we've done away with the do-not-cut list of homes.
- Our philosophy has changed on roofing companies servicing and this new direction seems to be working much better. We're seeing repairs, responsiveness and communication improvements at a much quicker pace.
- Lastly hope everyone enjoyed our "Hot August Night" and new designed fountain area, I'm sure both the social and electrical committees will discuss further.

B. Treasurer (Salasin)

As of July 2021:

Assets/Investments:

Reserve asset accounts totaling \$316,574 are invested with TIAA Bank and Money One FCU:

\$90,061 in a money market reserve account earning .15%, from which reserve expenses are paid. We are moving all but \$50,000 to the MoneyOne FCU to earn a higher rate.

\$116,620. in checking accounts (.20%). This was holding funds from the retirement of the CDs. Funds were transferred to MoneyOne FCU and will be reflected in the August statement.

\$44,961 in a TIAA bank CD earning .50% which we let mature on 8/11/2 to seek a higher earning certificate.

\$50,031 in MoneyOne FCU certificate earning .60%,

\$14,901 in MoneyOne FCU MM.

Low-interest rates on CDs are indexed to the Treasury fund which is currently forecasted to remain low.

Operating Checking account balance of \$24,721

Paint Fund money market account balance of \$23,380, the lower balance reflects payments for the buildings recently painted.

Accounts Receivable of \$251 reflecting delinquent homeowner dues.

As mentioned previously, the plan is to stagger our investment in certificates to have access to funds and flexibility should rates begin to trend higher.

Operating Income/Expense:

Net operating income for the month of July 2021 was \$1418, \$651 net excess revenue:

July revenues were \$26,070, \$728 under budget reflecting fewer closings than anticipated of new homes. This deficit will continue to grow as home sales are delayed. Keep in mind, individual home expenses such as trash removal, landscaping, etc are also less.

July expenses were \$24,652, \$1,379 under budget

Major expense categories under budget:

Clubhouse and Pool \$247

Landscaping, Maintenance and repairs \$2,719 primarily reflecting forgoing power washing of the bridge pavers, we anticipate moving this into 2022

Reserve contribution \$139. The budget was increased based on estimated home sales. We will correct for this shortfall in July, and adjust months August through December so that our full year contribution aligns to the reserve study.

Major expense categories over budget:

Administration activities \$801 reflecting increased legal fees exploring options to revise the NTS contract

Utilities \$925 reflecting timing differences of actual versus budget for irrigation water, along with higher water usage due to a leak which has been repaired.

Net operating income Year-to-date June was \$(13,107), \$8,831 excess revenue primarily due to credits for overpayment of utilities in December, low usage due to COVID, and timing differences of budget versus actual expenses planned in the coming months, offset by over budget items anticipated to date, namely: insurance ~\$(5345) (D&O insurance and 2022 payment which will be paid in December); Termite Bond (\$800); the 2021 NTS billing reconciling 2020 and estimated 2021 (\$5,200).

Other Items noteworthy to mention:

Trash compactor at the entrance - In addition to the monthly expenses of \$100, plus electricity and repairs, the NTS contract obligates us to pay 40% of future replacement. The preliminary reserve study estimates our portion of the replacement cost to be just under \$40,000. The trash compactor is only for home waste, similar to our trash removal service, it is NOT a dumpster for large items.

Several homeowners had questioned why everyone pays the same monthly fee. Last month I acknowledged we had heard your question, and that Dave and I would endeavor to calculate an expense burden by major home type. We consulted the company that prepares our reserve study as they have detailed data of various pertinent components by home type. They responded that there really is no equitable way to do this. Noting as a good example the roof area for a villa building compared to a townhouse building, the roof area of a villa building is actually larger than that of a townhouse building, but the square footage of the townhouses is actually larger because there is another living level. At this time we haven't identified a data driven means to assess different dues by home type.

We've concluded our review of the 2021 reserve study, and are prepared to make a motion later in the meeting to approve it. To maintain our funded status, the study suggests an increase in monthly dues allocated to the reserve from \$47 to \$51 per month per unit in 2022.

C. Social Committee (Carter)

-Many many thanks to all who made Hot August Night a success. Great turnout!

-Thank you to the individuals who worked so hard to complete the new fountain area in time for our event.

-Our next meeting will be Thursday night, September 2 at the Clubhouse at 6:30. All are welcome and encouraged. Agenda for the meeting will be community events for October and Christmas. Both will be outdoor gatherings and the first step is determining the best dates for both and the activities involved for both.

D. Covenants Committee (Markel/Allen)

The Covenants Committee approved 2 requests since our last Board meeting. One homeowner added front & back storm doors which met the requirements in our Architectural Guidelines. Another homeowner is replacing 2 back windows that have bad seals. This request was approved subject to the replacement windows being an exact match for the rest of the windows in the building.

E. Landscaping Committee (Talarico/Benedict)

The LC met briefly for a recap of events during the past month on 8.11.21.

Sharon B. and Joe have been working behind the scenes on the RFP for 2022 irrigation and landscape vendors. Regarding irrigation, all companies seem to quote based on the number of zones and heads so pricing is not expected to be much different. Our objective is to have much greater attention to details and responsiveness to our needs. As many as 7 of the zones in one controller have been found turned off as well as settings with very little time on them. There are no notes or references to explain this and the irrigation company appears to not take any responsibility for setting anything. Homeowners have been notifying our committee members when they see dry conditions and many adjustments have been made to correct these problems. However we want this kind of preventive attention to detail done by the irrigation company, not our LC members. The "soft" details for the RFP will be information about how and when they will make adjustments and how soon response time for these needs.

Noah Kenny walked the property with Sharon T. and was more forthcoming with ideas when encouraged to share them. He is concerned for the wooded areas in the back of the east section of townhomes as these trees are badly encroaching the yards there. We are going to ask for his recommendations for further maintenance in these areas. He is also sharing his recommendations for shrubs and small trees for the new townhomes and will correspond with Jason Moneymaker as well.

Debbie Batterson is continuing to do an amazing job on the property drawings and Joe has been walking around with her to do some plant identification.

We are expecting the RFP's to be in Dave's hands in about a week or so for our study to compare features and costs of the irrigation and landscaping. The LC understands our concerns for future overall planting designs and tree replacement is a several year project and more money than we have budgeted for now. The irrigation concerns are not expected to be a huge increase in cost, rather more responsiveness to our needs for adjustments and repairs. In the long run more frequent monitoring and adjustments will save money in water costs and we will be better stewards of our environment.

F. Electrical Committee (McCabe)

Fountain project is complete. Some outlets still need to be installed. Team effort was awesome.

Gas lights entering neighborhood:

- 1 of the replaced gas lanterns is not working properly. Mike is working on it.
- 1 of the gas lanterns that was not fixed needs to be replaced now. Mike will order the parts with budget already approved.

G. Webmaster Committee (Bennett)

Website is updated. Newsletter is on the site, announcement page is current and there is now a pictures page.

H. Managing Agent (Hering)

Nothing to report - lots going on behind the scenes.

VI. HOMEOWNER COMMENTS

Joe P./Mike M. - has trash date been changed? Dave will follow up with trash company.

Sharon T. - concern over pedestrian gate being left opened after hours at front entrance. Roseann will follow up with NTS to get something permanently installed so it remains closed.

Dave B. - directory screen at front entrance hasn't been working for the past 2 weeks. Dave H will inform NTS.

Dave B. - concern over having a garage sale in the community. Is it appropriate and do we want foot/car traffic in our neighborhood?

Rick B. - received the email about parking and admits he is one to park on the street. Is this really an issue on the north end of the neighborhood?

Dave B. - his truck will not fit in his garage and he got special approval from former President in regards to not parking this vehicle in the garage before closing on his home. Concern is more of vehicles that sit for long periods of time without being used.

Joe P. - when Covenants were written, did it take into consideration that some neighbors have 3 cars? Concern is more of the cars that sit for long periods of time.

Janet C. - parking issue will be challenging. Janet pointed out that it would be very difficult to determine how to make exceptions. Anne Nelson agreed. It is a challenging issue for the Board.

VII. UNFINISHED BUSINESS

A. Reserve Study approval

The review of the 2021 Reserve Study has concluded. Larry Dahn made a motion to approve the 2021 Reserve Study; Rob Tait seconded the motion; the motion passed unanimously.

B. Deed of Easement & Maintenance Agreement (NTS)

Consideration of our burden on the shared entrance with NTS is ongoing. As previously mentioned, the contract was signed in perpetuity and allows NTS to direct activities/spend funds for which we pay 40% with no input from us.

The law firm we hired to review our legal options concluded that we have no recourse. NTS is not obligated to renegotiate or provide us a greater voice in their plans. Dave, Larry and I met with members of the NTS team in August requesting we have increased communication so we can manage our budget without large surprises, and that we discontinue use of and in turn our obligations surrounding the trash compactor.

NTS agreed to have quarterly meetings with us to review current year actual versus budget expenditures and give us their 2022 budget request. This will help us in our 2022 budgeting process.

NTS did not agree to relieve us of the trash compactor use and obligation, in summary, they do not believe our community will stop using the compactor and there is no way to monitor/control usage. Upon our insistence, they've asked us to submit a letter voicing our position which they can forward to Corporate for consideration.

C. AED long term support

Anne Nelson and Larry worked up AED charter.

Rob Tait made a motion to create the AED Committee Charter; Anne Nelson Morck seconded the motion; the motion passed unanimously.

Rick will be Committee Chair, Cindy will be on the Committee and Melissa will be the Board liaison.

D. Parking rules

Talked to Covenants Committee and they agree to move forward with a towing sign. Long term parking considered > 2 weeks - homeowner or Board contacts

Community Partners if notice a car parked long term. Community Partners would put a notice on parked car and then homeowner would have 72 hours to move. If not, car would be towed.

Community has been asked via email to use garage and/or parking pad. Let's see how this plays out and ask Community to try and help out with parking limitations in the neighborhood. If this soft approach doesn't work, this will need to be addressed further.

Dave H will draft a modification to the Rules and Regulations in regards to long-term parking. This will be voted upon at the next Board meeting.

- E. Pool Furniture quote - leave open for next meeting. Need to clarify a few items with Criterion.
- F. Pool Replaster quote - leave open for next meeting.

VIII. NEW BUSINESS

A. Ratify unanimous consent - outdoor furniture at fountain

Anne Nelson Morck made a motion to ratify unanimous consent of the outdoor furniture at fountain; Melissa Eager seconded the motion; the motion passed unanimously.

B. Quote for irrigation modifications

Common area between 9485 and 9533 - add 4 rotors. \$800
Area between 9501 and 9511 - add 4 rotors. \$800

Rob Tait made a motion to approve \$1600 for the above mentioned irrigation modifications; Anne Nelson Morck seconded the motion; the motion passed unanimously.

C. Detention pond inspection

Keep this open for next meeting.

D. Garage sale

Close out.

E. Quote from Kenney's

Area between 9433 and 9435 - heavily sloped. Kenney's proposed total of \$2482.

Side and rear yard of 9539 - better drainage. Kenney's proposed total of \$2590.

Anne Nelson Morck made a motion to approve the 2 amounts of \$2482 and \$2590 to Kenney's for the above mentioned landscaping issues; Roseann Salasin seconded the motion; the motion passed unanimously.

- IX. NEXT MEETING DATE: Tuesday, October 5, 2021 @ 5:00 pm and Tuesday, October 26, 2021 @ 5:00 pm. Annual Meeting Tuesday, November 30, 2021 @ 5:30 pm. Location TBD. No meeting in December.**
- X. EXECUTIVE SESSION** - Purpose: to discuss covenant violations. Anne Nelson Morck made the motion to go into executive session at 7:19 pm; Rob Tait seconded the motion; the motion passed unanimously.
- XI. Return to Open Session** - Rob Tait made the motion to return to open session at 7:29 pm; Anne Nelson Morck seconded the motion; the motion passed unanimously. Decision for Board members to talk with homeowners in regards to covenant violations.
- XII. ADJOURNMENT** – Anne Nelson Morck made a motion to adjourn the meeting; Roseann Salasin seconded the motion; the meeting adjourned at 7:30 pm unanimously.

Maintenance or service requests can be submitted at www.communitypartnersva.com or sent to Community Administrator Jessica Crump (378-5000x232)–jcrump@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.