

CREEK'S EDGE AT STONY POINT TOWN HOMES HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING
VIRTUAL

Tuesday, July 27, 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 5:05 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 Co-Chair; Mike McCabe - Homeowner/Electrical Committee Chair; Joe Persyzk - Homeowner; Rick Bream - Homeowner.

Virtual, in attendance: Pat Rollins – Homeowner; Jerry Clark – Homeowner; Paul Hughes – Homeowner; Debbie Markel – Homeowner/Covenants Committee Co-Chair; Louise and Bob Gallagher – Homeowners; John Maybin – Homeowner; Steve Middleton - developer.

III. APPROVAL OF MINUTES

- A. June 22, 2021: Update the approved minutes to include the 2 unanimous electronic consent by the Board of Directors for the NTS legal review and irrigation repair. Anne Nelson Morck made a motion to approve the minutes; Melissa Eager seconded the motion; the motion passed unanimously.

IV. BUILDER/SALES UPDATE

Update from Jason Moneymaker via Larry.

Most of the siding has gone up. We are waiting for the remainder to be delivered. As soon as power is installed, heating and cooling units will also be installed. As far as sales, lots of foot traffic but nothing under contract yet. Positive feedback associated with price, style and selections. Would love to have the neighbors come see a unit as it gets closer to completion. Next building (3-story homes) will be started soon. Any known interested buyers, please send along.

Please no trespassing near the construction and no use of the dumpster. A construction site is a liability - do not want anyone injured.

Louise G - concern of new construction being left unopened.

V. REPORTS

A. President (Dahn)

- We now have two power washers available for all homeowners to use on their patios and drives. Feel free to contact any board member or committee chair for access to the garage area.
- As everyone has seen we continue to make great progress on the fountain area – details to follow from Mike McCabe.
- Verizon update – we continue to be challenged getting cabling buried and areas in both curb and street filled. Continue escalation within Verizon senior management.
- A special thanks goes out to our resident florist Pat Mohr for handling the planting of our decorative pots outside the clubhouse and pool areas.
- Thank you to the homeowners for being patient with the pool - trying to figure out best ways to deal with the black algae.
- Neighborhood book club and bunco are back in swing.

B. Treasurer (Salasin)

As of June 2021:

Assets/Investments:

Reserve asset accounts totaling \$313,235 are invested with TIAA Bank and MoneyOne FCU:

\$86,736 in money market reserve accounts earning .15%, from which reserve expenses are paid. Intention to move some of this money into a higher earning certificate.

\$80,956 in checking accounts (.20%). This is holding funds from the retirement of the CDs which were transferred into higher-earning certificates in July.

\$80,610 in TIAA one-year maturity, staggered expiration date CDs earning from .50 to .095%. One CD \$44,961 will be moved to a higher earning certificate upon expiration on 8/11.

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

\$14,902 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 \$23,751

Paint Fund money market account balance of \$48,334

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 also flexibility should rates begin to trend higher.

Operating Income/Expense:

Net operating income for the month of June 2021 was (\$6,932), \$1337 net excess revenue:

June revenues were \$26,070, \$28 over budget

June expenses were \$30,677, (\$1,309) over budget

Major expense categories under budget:

Administration/Maintenance & Repair activities \$215 primarily reflecting reduced usage due to COVID.

Operating Contingency \$7,750 which was appropriately reclassified to Landscape repairs.

Major expense categories over budget:

Landscaping \$4546 primarily reflecting repairs to the irrigation system and installation of river stone at 9401 needed to correct a sinkhole caused by moles. Utilities/Pool \$2,110 reflecting installation of 150 precision flow nozzles and irrigation water where the budget was spread over 12 months versus allocated based on usage. We will correct the monthly budget to reflect more closely actual usage and use this strategy for our 2022 budgeting. Irrigation water will be a net under budget due to the previously mentioned credits in January from double utility payments in December 2020.

Net operating income Year-to-date June was \$(13,825), \$8,380 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.

Noteworthy to mention:

There will be a second half review with Roseann, Dave and Larry.

Known over budget items as of June include:

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).

While we have separate meters for pool, irrigation, and stormwater fees, it's been extremely difficult to track. The City of Richmond had been arbitrarily assigning our payment to one of the 3 line items, and leaving the other line items as outstanding payment due. This has been corrected, I'm relieved to report the payments for May and June were correctly assigned, this will help us better track expenses going forward to identify issues and prepare for the 2022 budget cycle. We have also contacted the City to understand why we are being charged a fee since it's our understanding our storm drains flow into the retention pond to the creek, consequently not processed by the city.

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 have questioned why everyone pays the same monthly fee. I want to acknowledge we have heard your questions. It is written in our declarations section 6.2 (a) (1) that "the Board of Directors shall establish an Annual Assessment rate for each Lot in the same amount against all Lots". That said, Dave and I are endeavoring to calculate an expense burden by major home type, and will report on this at a future time.

We've received and are reviewing the results of the 2021 reserve study. The study suggests an increase in monthly dues allocated to the reserve from \$47 to \$51 per

month per unit. We will take this under consideration during our 2022 budget analysis.

C. Social Committee (Carter)

- Hot August Nights Community Party - August 21, 2021, 6:00 pm.
- Bring your cooler with your favorite beverage and a chair if you have one! We will have some table and chairs set up and of course the tables and chairs around the pool will be available.
- In light of post-pandemic concerns, this year the food will be provided by Smokey Joes BarBQ Food Truck. A la carte menu. Ice Cream treats provided by the committee.
- Family and Friends invited!
- Look for an RSVP in your email and if at all possible reply. Our community has grown, so an idea of numbers helps in the planning. If you think you are coming and then find you cannot make it, no problem. If you don't think you will not be able to attend and then find out at the last minute you can come, by all means come. Everyone is included and no one will be turned away.
- Good food (that you don't have to cook). Good music (from every genre). And best of all good friends who finally are able to gather again, after two years of social distancing and isolation. Come and enjoy the good things that we will never again take for granted!
- Next Social Committee meeting: August 5, 6:30 pm, at the Clubhouse. All are welcome and encouraged to join.

D. Covenants Committee (Markel/Allen)

The Covenants Committee approved one new request for a fence behind one of the 3 story townhouses that backs up to the wooded area. The fence meets the design requirements set forth in the Architectural Guidelines document. Our committee met with the Landscape Committee to discuss coordination of landscape requests from homeowners. We're still having discussions.

Joe P - need a process for potential buyer for potential approvals. Discussion ensued. Sellers need to refer to the documents on CE Website and follow the processes in place. Final approval needs to go thru the Covenants Committee and can only be submitted by homeowners not potential homeowners. Larry and Debbie will discuss further offline.

E. Landscaping Committee (Talarico/Benedict)

Joe P - Looking at different vendors for landscaping/irrigation companies in the future.

F. Electrical Committee (McCabe)

Update on the FOUNTAIN project:

Taking a little longer than anticipated. Date for completion is August 17th. Mechanically just about complete. Currently deciding upon aesthetics including paver selection.

Please let Mike McCabe know if you have any questions or concerns and they will be addressed.

Larry Dahn made a motion to approve \$3340 (from the Reserve) for the pavers around the fountain; Melissa Eager seconded the motion; the motion passed unanimously.

G. Webmaster Committee (Bennett)

Karen met with Dan Apple recently and went over the website with him. He has a background of working with GoDaddy products and will transition well into working with together on the website.

H. Managing Agent (Hering)

Nothing to report - lots going on behind the scenes.

VI. HOMEOWNER COMMENTS

Steve M - consider reconfiguring the existing pavers - Anne Nelson M has great insight into this topic:). Jason, contractor for the fountain area, will have discussions with the Landscaping Committee.

Rick B - concern about the shared expense with NTS in regards to the trash compactor. Seems like a high expense for the amount our neighborhood is using that compactor.

Anne Nelson M - are any homeowners having issue with bats? Westham Green stated that there is a homeowner in our community with an issue with bats. Please inform us if you hear of an issue with bats.

Roseann S - suggestion of installing bat boxes in the neighborhood.

John M - is it possible to remove the stakes and black tarp surrounding the empty lots in the Northside of the neighborhood? Larry will follow up with Jason M to see if we could dispose of the black tarp in the builder's dumpster.

VII. UNFINISHED BUSINESS

A. Reserve Study approval

In the process of finalizing before approval - please include in discussion for next month.

B. Deed of Easement & Maintenance Agreement (NTS)

Lawyer was hired to review the agreement between our community and NTS. The contract between the entities was signed in perpetuity in 2007 and NTS is not under

any obligation to renegotiate. The plan is to still meet with NTS to : 1 - have increased communication with NTS on upcoming expenses and 2 - discontinue our use of the trash compactor.

Roseann Salasin made a motion to approach NTS with the aforementioned discussion points; Rob Tait seconded the motion; the motion passed unanimously.

C. AED long term support

Rick B stated there will be nominal fees in the future. We have back up pads and the battery needs to be changed every 5 years. Still going to put together a committee - Anne Nelson and Larry will work up AED charter. Leave on the agenda for next month.

D. Parking rules

Need to have a discussion offline with the Covenants Committee.

VIII. NEW BUSINESS

A. Electronic Meeting Policy - ratify unanimous approval

Still will continue to offer the monthly Board Meetings electronically via dial in but will no longer be screen sharing. Homeowners will be asked to identify themselves. If not, that line will be disconnected.

B. Contractors for roof repairs

Current process - we have 4-5 different roof contractors. Proposal to go with 1 company to handle all roof repairs in our community. Most of our open work items are related to minor roof repairs. This will allow for repairs to be done more efficiently.

Larry Dahn made a motion to allow Community Partners to use 1 roofing contractor - anything < \$350 would be fixed by this company, any expense >\$350 would most likely go thru the Board and roofing company with the warranty; Anne Nelson Morck seconded the motion; the motion passed unanimously.

Homeowners - please resubmit any work orders for roof leak issues.

C. Pool Guy service frequency

Black algae continues to be a problem. A few shocks were done to the pool. Algae spots are still visible within the pool. Suggestion to have Pool Guy come out 3x/week for the remainder of this season. Would be an additional \$150/week to increase the cleaning to 3x/week.

D. Pool chlorinator/algicide system quote

Proposal for the Pool Guy LLC to install a complete automatic chemical control system in our community pool. The CAT System 4000 with wifi is estimated at \$4316.

Larry Dahn made a motion to approve the installation of the CAT system 4000 by the Pool Guy LLC at the price of \$4316; up until it is installed, increase the cleaning to 3x/week at an additional \$150/week; Melissa Eager seconded the motion; the motion passed unanimously.

E. Pool and fountain furniture

Around the fountain - remove the wood benches and purchase low maintenance Adirondack chairs. Rob will do some research on some different options. This cost would come out of the Reserve fund.

Pool furniture - several pieces needed repair. We are awaiting the quote for repair or if under warranty. There are also several additional pieces that were never recovered in our community garage.

Let's get a quote to recover those additional pieces in the garage from the Reserve fund.

Steve M will look into the pool capacity and get back to us.

F. Pool replaster

Waiting for a price quote for the replastering and tiling of the pool. Need to discuss further in the future.

IX. NEXT MEETING DATE: Tuesday, August 24, 2021 @ 5:00 pm. (4th Tuesday of every month)

X. EXECUTIVE SESSION - Purpose: to discuss covenant violations. Larry Dahn made the motion to go into executive session at 7:23 pm; Melissa Eager seconded the motion; the motion passed unanimously.

XI. Return to Open Session - Larry Dahn made the motion to return to open session at 8:20 pm; Roseann Salasin seconded the motion; the motion passed unanimously.

Executive Session takeaways:

- Review the parking rules
- Community Partners to send a community email as a reminder of parking rules
- Discuss towing signage with Covenants Committee

XII. ADJOURNMENT – Larry Dahn made a motion to adjourn the meeting; Melissa Eager seconded the motion; the meeting adjourned at 8:22 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.