

CREEK'S EDGE AT STONY POINT TOWN HOMES HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

**Wednesday February 23, 2022
5:00 pm**

President – Larry Dahn (2024)
Vice President – Anne Nelson Morck (2023)
Director – Rob Tait (2022)
Treasurer – Roseann Salasin (2024)
Secretary – Melissa Eager (2023)

MINUTES

I. CALL TO ORDER (President):

President Larry Dahn called the HOA meeting to order at 5:02 pm.

II. ROLL CALL and QUORUM STATUS (Secretary):

Meeting, in attendance at Clubhouse: Larry Dahn – President; Anne Nelson Morck – Vice President; Rob Tait – Director; Melissa Eager – Secretary; Dave Hering – Managing Agent; Janet Carter – Homeowner/Social Committee Chair; Richard Bream – Homeowner/AED Committee Chair; Sharon Talarico - Homeowner; Joe Perszyk – Homeowner

Virtual, in attendance: Roseann Salasin – Treasurer; Jason Moneymaker - builder; Patrick Sullivan - real estate agent; Pat Rollins – Homeowner; Fran Farmer – Homeowner; Debbie Markel – Homeowner; David Bell – Homeowner; Lee Chaharyn – Homeowner; Sharon Benedict – Landscaping Committee Chair; Wendy Henley – Homeowner; Dan Apple - Webmaster.

III. APPROVAL OF MINUTES

A. December 29, 2021: Rob Tait made a motion to approve the minutes; Anne Nelson Morck seconded the motion; the motion passed unanimously.

IV. BUILDER/REALTOR REPORT (Jason Moneymaker/Patrick Sullivan)

- 1st building is basically complete with 3 units under contract. Jason will send along the anticipated closing dates of these units to a Board member as well as the roof information. Each new homeowner has received our HOA rules and regulations, it's a requirement. Next building to be built is most likely the 2 story unit building (7 units) with a first floor master bedroom option for each unit. 569 and 575 are the anticipated asking prices for the 2 story end units, interior units will be closer to the mid-500s. He will try to sell a few units before building begins. The 2 villa homes are not under contract and are on the market.

V. HOA REPORTS

A. President (Larry Dahn)

- Update on our pool replastering & tile replacement project. It's currently scheduled to begin the end of March and going into the first two weeks of April. But it could move forward if the weather gets nice and stays nice. This project will also include 3 working LED style pool lights and we've already converted to an auto pool chemical system. During this timeframe the pool & grilling areas will be closed to all homeowners.
- You'll notice that the detention pond cleanup & inspection was done and includes cutting every 6 weeks during our mowing season.
- The board would like to acknowledge our on-going problem with missing packages and deliveries to wrong addresses. While we do have signage it would appear drivers don't pay attention and we don't have regular drivers. We're asking all homeowners to feel free to give ideas to improve as we're not coming up with any additional thoughts on improvements.
- Just a friendly reminder our access code to the AED system is the same access code into the pool area - 1950.
- Don't forget each new year all homeowners must submit to Jessica Crump at Community Partners a copy of your declaration on \$1M general liability insurance policy: Mail: 10800 Midlothian Turnpike #307, Richmond, VA 23235 or fax: 804-794-3600. If any questions feel free to call her: 804-378-5000 Ext. 232 or email: jcrump@ommunitypartnersva.com
- I'm sure many of you have been receiving mail that covers a waterline replacement program, which is a monthly fee from Dominion Energy. Per the Declaration Amendment, each owner is responsible for the "utility lines, meters, and other utility apparatus serving only such Owner's Lot, whether located on the Owner's Lot or the Common Area". The Association is not responsible for such water and sewer lines between the homes and the city main. This is also reflected in the Maintenance Responsibility Chart.
- As an FYI we've submitted a work request to the city regarding a damaged water cover - which is street side between 9485 & 9432.
- As a reminder, please look at our website for updates and FAQs - www.creeksedgehoa.com

B. Treasurer (Roseann Salasin)

As of December 2021:

Assets/Investments:

Reserve asset accounts totaling \$313,537 are invested with MoneyOne FCU and Pacific Premier:

\$86,302 in a Pacific Premier MM account earning (.15%), from which reserve expenses are paid;

\$2,600 in MM/Business Savings accounts earning (.05%) FCU required accounts;

\$50,233 in MoneyOne FCU certificate earning (.60%) maturing 3/26/22;

\$100,277 in MoneyOne FCU certificate earning (.69%) maturing 8/6/22;

\$74,125 in MoneyOne FCU certificate earning (.68%) maturing 12/20/22.

Operating Checking account balance of \$22,039;

Paint Fund money market account balance of \$37,988.

Accounts Receivable of \$14, shout out to homeowners for paying their dues on time.

Operating Income/Expense:

Net operating income/expense for the month was (\$55), (\$3,911) net excess expense:

Revenues for the month were \$26,145, (\$1,360) under budget primarily reflecting fewer closings than anticipated of new homes.

Expenses for the month were \$26,200, (\$3,911) over budget.

Major expense categories under budget:

Clubhouse/Pool/Utilities \$1,231 reflecting lower usage and negotiated reduction in Stormwater fees with the City;

General Repairs/Maintenance \$2,284 reflecting lower expenses for gutter cleaning and general repairs;

Major expense categories over budget:

Landscape repairs \$2,333 reflecting the continuing needs to address neglected and aging landscaping;

Administrative \$5,089 primarily reflecting 2022 insurance premium correctly paid on its December due date.

Net operating income for 2021 was \$(17,299) over budget as reported during our monthly meetings, primarily reflecting:

Insurance \$(5,921) for unbudgeted D&O insurance and 2022 Insurance premium appropriately paid when due in December;

Termite Bond (\$700);

2021 NTS billing reconciling 2020 and estimated 2021 (\$5,185);

HOA Dues Revenue shortfall for delayed new home closings versus budget (\$6,479); offset by lower trash collection expense \$1,791;

Legal and Professional fee (\$1,921) to address unanticipated issues;

Higher than previous trends for Roof Repairs reflecting our aging community (\$3,617);

Landscaping and Irrigation repairs including additional irrigation and addressing drainage issues and leaks (\$16,471).

These were offset by credits for overpayment of utilities in December 2020, low usage due to COVID, tightly managing controllable costs/projects, and our Community volunteers who have and continue to contribute their time and grit completing countless projects.

Our repair/replacement reserve is funded in accordance with the 2021 reserve study recommendation.

As of January 2022:

Assets/Investments:

Reserve asset accounts totaling \$307,980 are invested with MoneyOne FCU and Pacific Premier:

\$80,621 in a Pacific Premier MM account earning (.15%), from which reserve expenses are paid;

\$2,602 in MM/Business Savings accounts earning (.05%) FCU required minimum;

\$50,259 in MoneyOne FCU certificate earning (.60%) maturing 3/26/22;

\$100,336 in MoneyOne FCU certificate earning (.69%) maturing 8/6/22;

\$74,162 in MoneyOne FCU certificate earning (.68%) maturing 12/20/22.

Operating Checking account \$8963, reflecting the payment of expenses incurred in January for which the monthly HOA dues will ultimately cover.

Operating Contingency Fund \$1,032, this is the new fund to cover 'surprises'. Any unspent funds will roll over to the next year.

Paint Fund money market account balance of \$41,073.

Accounts Receivable of \$106.

Operating Income/Expense:

Net operating income/expense for the month was (\$10,830), \$539 net excess revenue:

Revenues for the month were \$28,600.

Expenses for the month were \$39,430, \$539 under budget. Roof repairs of \$1,650 continue to be concerning.

C. Social Committee (Janet Carter)

Social Committee met on Thursday evening, February 3. We looked at the calendar year and have these Save the Dates for 2022:

June 18 - Welcome Summer/Food Truck Night. Smokey Joes Barbecue is scheduled to return!

October 22 - Fall Festival with Fire Pits, burgers and hotdogs, and fun!

December 10 - Holiday Walk

We are currently working on ideas for outdoor gatherings in April and May, but will not have concrete dates and plans until our next meeting. As soon as we do, they will be communicated. Stay tuned!

Adjunct committee possibility - Hospitality and Care - to offer connection and let our neighbors know we are thinking of them in harder times.

Our next meeting will be Thursday, March 3, 6:30 at the Clubhouse. All are welcome and encouraged to attend!

D. Covenants Committee (Debbie Markel)

Since our last Board meeting, the Covenants Committee approved one request for a front storm door that met all of the community's required guidelines.

E. Landscaping Committee (Sharon Benedict)

2 major projects for 2022:

- Crepes: trimming and treating (i.e., aggressive trimming of 24-25 we've identified that need it this year and systemic treatment of all crepes for aphids throughout the neighborhood); removal of 4 Zelcovas, trimming of 2; perimeter trimming of the encroachment areas behind 9501-9523 & 9481-9585; removal of a dangerous tree in the wooded area behind 9549 CSC; trimming of the pin oaks on the Blvd.
- Implementation of the design plan for re-landscaping the front of the Clubhouse and fountain area.

Meetings occur the 2nd Wednesday of every month at 4:30 pm at the Clubhouse - all are welcome to attend.

We continue to monitor all vendors.

F. Electrical Committee (Mike McCabe)

G. Webmaster Committee (Dan Apple)

- Thank you to Karen Bennett for all her help!

- The website was renewed with host, GoDaddy, recently. At that time they informed me that the the platform used for CreeksEdgeHOA.com, Website Builder 7, has been discontinued and it will no longer be supported at some point this year. The new platform, Websites+Marketing, is actually less expensive than our current annual fee at \$120 annually versus \$143. W+M includes more robust technology for more 2-way interaction between user and website (email marketing, blog, online pay system, integrated calendar, secure login to private pages and more. Also, our current site doesn't have an SSL certificate (secure sockets layer) which means that all connections to it are not encrypted, a less secure experience between the user's browser and our website. An SSL is provided with the new platform. Less cost, more secure is the good news. The bad news is that the site would need to be completely re-done which will take a considerable amount of time (guessing 40 hours +). While I have the experience to do this, it would have to be planned well in advance (possibly could have it done by mid-late summer). The board will need to decide whether to stick with what we have now or agree to upgrade. Here's an example of one I recently completed for our neighborhood in Florida. <https://woodlake.life/>
- The "Social Events" page on the website is dated. I'd like to replace this with new content but need input from the social committee - will work with Janet.

H. AED Committee (Rick Bream)

I. Managing Agent (Dave Hering)

- Since our last meeting, 3 violation letters were sent. We will need to move into Executive Session to discuss.

VI. OWNER COMMENT PERIOD

- Sharon T - thank you to the Landscaping Committee. Very appreciative of having a tree in their yard cut down.
- Joe P - notice that the house numbers are difficult to read - perhaps they should be changed out to make it easier for delivery. For the roof issues - is there something legally we should be pursuing?
- Rick B - is there a possibility to paint house numbers on curb? Anne Nelson M - cars would block those numbers but it is a frustrating and safety issue. Janet C - perhaps consider to have willing homeowners replace house numbers?
- Lee C - are the 4 trees recently removed going to be replaced? Anne Nelson M - a budget consideration and hopefully will be replaced in the future. Will discuss during Landscaping Committee meeting.

VI. UNFINISHED BUSINESS

A. Deed of Easement & Maintenance Agreement (NTS)

Consideration of our burden on the shared entrance with NTS is ongoing.

Roseann S, Dave H, and Larry D met with NTS (including NTS regional manager). Goal was to discuss budget process (request advance notice of shared expenses) and trash compactor. NTS can provide more advance notice of expenses. NTS is still

not budging on shared expenses of trash compactor. There is discussion of NTS replacing canopy and trash compactor this year.

What else can we do? Encourage homeowners to use the entrance trash compactor and take household trash - it is not a dumpster. We are not discontinuing our trash removal service.

We've not received the NTS billing for 2022 yet. These bills are marked and have historically been paid upon receipt. Roseann takes exception to paying the year in advance, and plans to propose quarterly billings and payment to NTS.

B. Audit Proposals

2 audit proposals.

- Rob Tait made a motion to approve the \$3950 Adams, Jenkins and Cheatham Auditor contract; Melissa Eager seconded the motion; the motion passed unanimously.

VII. NEW BUSINESS

A. Gutter cleaning proposals

- Anne Nelson Morck made a motion to use Power Wash This to clean the gutters of the perimeter units (48 homes) at the price of \$2310; Rob Tait seconded the motion; the motion passed unanimously.
- An email will be sent to homeowners in advance to move furniture prior to the cleaning and the company will use our water sources. And if there are any remaining gutter guards, they will be removed and not put back on.

B. Landscape Committee project Manchester Gardening & Team US Arborists

- Anne Nelson Morck made a motion to approve the Landscape Committee using Manchester Gardening for the clubhouse and fountain area work in the amount of \$11,270.05 and using Team US Arborist in the amount of \$3500 for additional work per their contract; Roseann Salasin seconded the motion; the motion passed unanimously.

C. N. Chasen painting project forecast

- Roseann and Larry still working on with N. Chasen on this item. Sherwin Williams came out with a new paint that will be used by N. Chasen.
- Paint cycle on all homes will be every 8 years except for the Legault Homes that have the HardiePlank siding with a 15 year paint warranty. Those Legault Homes as well as the units currently being built will be power washed every 8 years (the trim will be painted) and then painted every 15 years.
- Note to have all trim uniformly painted in white to match the white vinyl railing.
- Anne Nelson Morck made a motion to approve using N. Chasen in our community with the paint cycle listed above; Rob Tait seconded the motion; the motion passed unanimously.

D. Vinyl railing replacement

- Anne Nelson Morck made a motion to approve having the wood railings replaced with vinyl; Rob Tait seconded the motion; the motion passed unanimously.
- Replacements will be scheduled over the next 2 potentially 3 years, funds dependent.

E. Website Design

- Website next generation. Anne Nelson Morck made a motion to approve Dan Apple to convert our current website to the new platform; Melissa Eager seconded the motion; the motion passed unanimously.

F. Pool pavers

- Pool area pavers - need to leveled and sealed. Rob Tait and Larry Dahn will evaluate.

IX. NEXT MEETING DATE: 3/23/22 @ 5 pm. Decision not to have a July or December 2022 HOA Meeting unless deemed necessary.

X. EXECUTIVE SESSION (if necessary)

- Larry Dahn made a motion to move into executive session at 6:59 pm to discuss 3 violations; Rob Tait seconded the motion; the motion passed unanimously.

XI. RETURN TO OPEN SESSION (if Executive Session) - n/a

- Larry Dahn made a motion to move back into open session at 7:28 pm; Melissa Eager seconded the motion; the motion passed unanimously.
- Decision was made to have Community Partners send a letter in regards to the discussed violations.

XII. ADJOURNMENT - Larry Dahn made a motion to adjourn the meeting at 7:29 pm; Rob Tait seconded the motion; the motion unanimously passed. Meeting adjourned.

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.