

CREEK'S EDGE AT STONY POINT TOWN HOMES HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

**Wednesday April 27, 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 (Vice President):

Vice President Anne Nelson Morck called the HOA meeting to order at 5:01 pm.

II. ROLL CALL and QUORUM STATUS (Secretary):

Meeting, in attendance at Clubhouse: Anne Nelson Morck – Vice President; Rob Tait – Director; Roseann Salasin – Treasurer; 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; Mike McCabe - Homeowner/Electrical Committee Chair; Pat Mohr - Homeowner; Judy and Mark Beheshti - Homeowners.

Virtual, in attendance: Larry Dahn – President; Pat Rollins – Homeowner; Fran Farmer – Homeowner; Debbie Markel – Homeowner; David Bell – Homeowner.

III. APPROVAL OF MINUTES

A. February 23, 2022: Melissa Eager made a motion to approve the minutes; Rob Tait seconded the motion; the motion passed unanimously.

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

- Not in attendance.

V. HOA REPORTS

A. President (Larry Dahn reported by Anne Nelson Morck)

- We'd like to extend congratulations to Jason Moneymaker as he has closed on 5 of the 6 homes that were recently finished, and we look forward to more new home closures in the next couple of years. These new closures provide additional revenue with their HOA fees.
- Richmond Irrigation turned on our system recently and performed some significant adjustments and head replacements. We hope this will result in better irrigation coverage this season throughout the neighborhood. If you notice a problem with your irrigation, or anywhere else in the community, please contact Sharon Talarico.

- The landscape committee has taken over management of the front and side yards of the 6 new homes. We look forward to the landscape committee report as they've taken on several major projects already this year and will provide updates.
- We've taken down the mailbox at the clubhouse as it seems to have contributed to some of our ongoing issues with missing mail.
- As many of you know, Stony Point Fashion Park has been sold. Please reference our E-blast sent out on April 6 for the details as we currently know them. We've been told by our city council representative that the board will have an opportunity to meet with the new owners at some point. They're based in Palm Beach FL so we'll have to coordinate a meeting when they are on site.
- The pool remains closed for renovation - which includes new plastering and tile. It will be open for Memorial Day weekend. Please do not enter the pool area as it is now a construction site and not safe. The caution tape is there as a reminder not to enter the area.
- Another reminder - please stay out of the fountain as it's not designed or built as a pool. This could create a liability issue as well as cause damage to the fountain itself. Homeowners are responsible for making sure their guests abide by this.
- We have received the results of the radon test on the clubhouse, and it is over the limit. We've requested a quote for remediation.
- Moving forward our board meetings will be every other month unless there is a pressing need. If so, we can schedule an extra meeting as needed.
- The newsletter will also come out every other month, following the board meeting.

B. Treasurer (Roseann Salasin)

As of year to date March 2022:

Assets/Investments:

Reserve asset accounts totaling \$308,430 are invested with MoneyOne FCU certificates and a Pacific Premier money market:

\$80,840 in a Pacific Premier MM account earning (.15%), from which reserve expenses are paid;

\$2,603 in MM/Business Savings accounts earning (.05%) FCU required accounts

\$224,987 in multiple staggered certificates earning from .60 to .68%

Operating Checking account balance of \$10,347;

Operating Contingency account balance of \$4,778;

Paint Fund money market account balance of \$47,243.

Accounts Receivable of \$152, shout out to homeowners for paying their dues on time.

Operating Income/Expense - as of March YTD:

Net operating income/expense was (\$8,926), \$8,300 net excess revenue:

Revenues were on budget \$85,800, (\$28,600/month)

Expenses were \$94,725, \$8,300 under budget

Major expense categories under budget:

Administrative/Clubhouse/Pool \$2,236, reflecting a tax credit and timing differences in budget versus actual;

Landscaping/Maintenance/Repairs \$5,451 reflecting significant expenses in roof repairs of \$3215 (80% of the full year budget) offset by favorable timing differences in budget versus actual. The roof repairs are more frequent, I request the board to consider our alternatives to proactively address these escalating expenses.

Utilities \$613, primarily reflecting a County Waste not increasing prices in 2022.

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

recommendation.

Unfinished Business NTS:

The 2022 NTS bill for our shared entranceway was \$19,861.60, including \$1264 reconciliation for 2021, \$10,965.60 in anticipated 2022 operating expenses, and \$8,896 in repairs/replacements including the trash compactor canopy which will be charged to the reserve account. This does not include, nor have we been informed of the costs to cover the current issues discovered with the trash compactor reported to the community in email this month.

While the contract requires payment upon receipt, we requested and NTS agreed that we would pay them on a quarterly basis.

C. Social Committee (Janet Carter)

- The Happy Hour planned for this Friday, April 29 was rescheduled due to delays in landscaping work and pool repairs conflicting with the Happy Hour. A new date TBD.
- Save the Date - June 18th! Neighborhood Party and Food Truck Night. Smokey Joes Barbeque will be making a return appearance. Bring your chair and drinks - RSVP forthcoming.
- Social Committee meets next Thursday evening, May 5 at 6:30 pm at the Clubhouse.

D. Covenants Committee (Debbie Markel)

Since our last meeting the Covenants Committee has received and approved 2 requests. One was to remove pampas grass and replace it with shrubs that match existing shrubs and was subject to the homeowner consulting with the Landscape Committee. The other was to install a white storm door on the back of the house. It met all of the requirements in our Architectural Guidelines.

E. Landscaping Committee (Sharon Benedict reported by Joe Perszyk)

- We met with Manchester on Monday and discussed their work that will commence Thursday or Friday this week and should take two days. We will be looking for volunteers to help spread the mulch sometime the week of May 2nd. We will send out an email.
- The potential need for a sign at the fountain reminding folks to keep kids out of the fountain- yes some adult had kids there this weekend jumping around in the fountain - because it could be a liability and they can damage the fountain.
- The LC and BOD need to look into potential solutions to the drainage issues behind the homes along the south and southwest sections of the community - properties 9525 through 9553 and 9485.
- Sharon T meeting with Richmond Irrigation this week to discuss the drainage issue noted above and the irrigation for the new plantings in the front of clubhouse.

F. Electrical Committee (Mike McCabe)

- 2 lights for the fountain have been ordered and Mike will replace once the water warms up.
- Filter will be changed soon as well.
- Algae on rocks will be addressed.
- Blower in chemical room will be ordered.

G. Webmaster Committee (Dan Apple reported by Melissa Eager)

- Current website: I have made changes and updates as directed by the board. Slight updates made to home page (graphics). Beyond that, steady as she goes.
- At the last board meeting there was a general consensus that the CEHOA website should be transferred to the new GoDaddy platform. The base cost will go from \$143 to \$120. This could vary slightly depending on options added for possible new features the board may want to incorporate in the new site. This transition will require a complete “overhaul” to migrate the information from the current site to the new one. I can do this, starting early June and will take approximately 30 - 45 days to complete, depending on how long the board takes to approve a final version. New things that can be added:
 - Events calendar
 - Blog posts (two-way?)
 - Email marketing (to the residents)
 - Photo/video gallery
 - Resident Directory (requires login)
 - More graphic interface options
 - Newsletter (w/archives)
 - FAQ page
 - Documents (expanded storage)
 - Website traffic count (how many, which pages etc)
 - And more....
- Once a motion is made, seconded and approved I can get started. We'll begin with a focus group of board members and review likes, dislikes about current site and identify new options to be incorporated into the new site. We'd be wise to include a non-board member or two in these discussions since the site is for the sole benefit of our neighbors. Question, will we have to include Community Partners in these discussions - NO.
- Rob Tait made a motion to approve the revamping of the website by Dan Apple; Roseann Salasin seconded the motion; the motion passed unanimously.

H. AED Committee (Rick Bream)

- Nothing to report.

I. Managing Agent (Dave Hering)

- A lot of time was spent on the worker compensation policy for our community - was recently notified it would be increasing by \$2000. After researching the reasoning of

the significant increase, the bill of the policy was reduced to what it has been in the past - in fact, he was able to get a \$324 refund. Nice work Dave!

VI. OWNER COMMENT PERIOD

- Pat M - do we know who was in the water at the fountain and thinks they should receive a letter. The area behind the 6 new townhomes is unsightly - encourages homeowners to take a look. Per Anne Nelson M, a list of work items has been sent to Jason Moneymaker and the conversation is ongoing. Stony Point Run - the new community in Bon Air - completed very quickly - why is our community taking so much longer, what's Jason's plan? We would like to see our community completed! Larry talked to Jason - plan is to build the 2 story townhomes next with master bedrooms on first floor for each unit (they need to be under contract before breaking ground) and then continue with the 3 story townhomes. There is still an ongoing issue with supplies. Anne Nelson M will follow up with Jason Moneymaker.
- Rick B - concern moving Board meetings to every other month. Per Dave H, quarterly meetings are required and we are exceeding this requirement. We will hold additional meetings if necessary especially in the Fall.
- Sharon T - compliments to Richmond Irrigation - they have been a pleasure to work with so far and are very responsive. Fountain area needs a sign for people to stay out of the fountain. Per Anne Nelson M, speak up if you see people doing something against the rules like Sharon has done at the fountain area. The rules need to be followed by the guests using the clubhouse as well.
- Rick B - is there a smoking policy for around the clubhouse? Per Anne Nelson M, no smoking is allowed and any help enforcing this rule would be helpful. Everyone who uses the clubhouse receives the guidelines. There is a refundable \$85 deposit in case of damages. Roseann S - should the \$85 fee be increased? Will be discussed offline.
- Joe P - US Arborist have been great to work with as well. Using specialists versus generalists has been beneficial. Anne Nelson M - thank you to the Landscaping Committee - they have done an amazing job!! Their attention to detail is top notch!

VI. UNFINISHED BUSINESS

A. Deed of Easement & Maintenance Agreement (NTS)

Roseann S addressed above at the end of the Treasury Report. NTS addressed pedestrian gate but it is still being left open.

B. N. Chasen painting and wood rail replacement

- Paintings of homes will be on a cycle of every 8 years. LeGault homes and everything built afterwards will be painted every 15 years and trim will be painted every 8 years.
- This year, the trim of 4 homes will be painted by N. Chasen (9464-9470).
- 24 homes need their wood railings to be replaced with vinyl railings. 8 to 16 of the homes will be completed this year. The remaining will be completed the following year.

- Rob Tait made a motion to approve the \$6,240 for N. Chasen to prepare and paint the trim on 4 homes (9464-9470) using Sherwin Williams products; Melissa Eager seconded the motion; the motion passed unanimously.
- Rob Tait made a motion to approve a not to exceed \$30,000 for N. Chasen to replace the wood railings on up to 16 of the homes this year; Melissa Eager seconded the motion; the motion passed unanimously.

VII. NEW BUSINESS

A. Quotes for Power washing brick retaining walls

- 2 quotes were completed to power wash the brick walls to remove mold, mildew and dirt - 9300-9314 Crossing Blvd and 9313-9423 CSC and the Clubhouse and pool area.
- Melissa Eager made a motion to use Power Wash This to power wash the above mentioned brick walls at the price of \$400; Rob Tait seconded the motion; the motion passed unanimously. Dave H will try and schedule the work to be completed in June.

B. Quote for vent cover replacements

- Roseann Salasin made a motion to approve using the Metro Group to replace the exhaust vent covers on 9 units using metal in the amount of \$1355; Roseann Salasin seconded the motion; the motion passed unanimously.

C. Additional security options/measures within community

- There was a recent theft of a catalytic converter. It is not the responsibility of HOA to provide security except for common areas. However, let's explore possible security options.
- Mike M - security cameras should be considered for around the clubhouse and pool area. This is a liability issue. Thinks someone should come out to assess risks. The city of Richmond should have a resource officer to assist. Mike will reach out to the city to make this happen.
- Possibility of Security Committee.
- Rick B - HOA does have some obligation since this is a gated community. He is frustrated with front gates not always working. Keep them closed if they aren't working, not open! We need to hold NTS responsible. Also encourages homeowners to get the Ring Doorbells.
- Sharon T - our gate system is antiquated and other options should be explored. It is a false sense of security. Fran F - perhaps gate should be removed all together. Roseann S will discuss the gate issue with NTS again.
- Please use dawn to dusk lightbulbs on front porch, back porch and garages!! Sharon T thinks we should organize volunteers to go around the neighborhood offering these lightbulbs. Pat M will help out.

D. Fencing behind 3-story new townhomes

- Roseann S - this fence needs to be repaired and/or changed and is against the covenants. This needs to be addressed by Steve M and Jason M.
- Dave H thinks it shouldn't be replaced but repaired. Larry D has had conversations with Steve M in regards to this fence and Steve doesn't want to replace this fence but would consider fencing by the detention pond. There are some options to make the existing fence more attractive. Larry and Anne Nelson will discuss further with Jason.
- Keep out sign by the fountain will be led by LC. Roseann Salasin made a motion to not to exceed \$100 for this sign; Melissa Eager seconded the motion; the motion passed unanimously.

IX. NEXT MEETING DATE: 6/22/22 @ 5 pm.

X. EXECUTIVE SESSION (if necessary)

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

XII. ADJOURNMENT - Rob Tait made a motion to adjourn the meeting at 7:07 pm; Roseann Salasin 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.