

CREEK'S EDGE AT STONY POINT TOWN HOMES HOA
Board of Directors Meeting Minutes
Wednesday, April 10, 2024 – 5:00pm
Minutes

9301 Creek's Crossing Boulevard
Richmond, VA 23235

President – Larry Dahn (2024)
Vice President – Anne Nelson Morck (2026)
Secretary – Melissa Eager (2026)
Treasurer – Roseann Salasin (2024)
Director – Karen Bennett (2025)

I. CALL TO ORDER (President)

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

II. ROLL CALL and QUORUM STATUS (Secretary)

Meeting, in attendance: Larry Dahn - President; Karen Bennett – Director; Roseann Salasin - Treasurer; Anne Nelson Morck – Vice President; Melissa Eager - Secretary; Dave Hering - Managing Agent; Joe Persyzk - Homeowner; Rick Bream - AED Committee Chair; Sharon Benedict - Landscaping Committee Chair; Mike McCabe - Electrical Committee Chair.

Virtual, in attendance: Laurie Carter - Homeowner; Debbie Markel - Covenants Committee Chair; Mandy and John McLarin - Social Committee Co-Chairs; Mike Roscoe - Homeowner; Wendy Henley - Homeowner; Dan Dellortoda - Homeowner; David Bell - Homeowner; Prudence Milligan - Homeowner.

III. APPROVAL OF MINUTES - Anne Nelson Morck made a motion to approve the below minutes; Karen Bennett seconded the motion; the motion passed unanimously.

- January 24, 2024 Board meeting

IV. BUILDER/DEVELOPER REPORT - n/a

V. HOA REPORTS

A. President (Larry Dahn)

- Just a reminder that Eagle Construction is working with an outside Real Estate group, The Yeatman Group, to list their homes in Creek's Edge. This group is led by Lauren Renschler – Director of Sales, The Yeatman Group. Currently staffed every Saturday/Sunday from 1-4pm.
- Three homes built by Eagle construction have now closed and new residents have moved in.
- We've received our second dog waste station and have plans of installation in the coming weeks – it will be located just to the left of our community garage in that small patch of grass – near the street light post.

- As you can see, progress is underway with installation of the new security gate – anticipate completion by the end of this week.
- I'm sure everyone has seen and/or heard about the water damage in the clubhouse. A special thanks goes out to Prudence Milligan – greatly appreciate everything Prudence and her friends did in minimizing what could have been a catastrophic situation with water damage. The project is moving much slower than we anticipated and guessing we are at least 2 months out from completion.
- Here is what we know about the flow of work moving forward:
 - End of April two POD's will be delivered, and the contents of the clubhouse will be stored there. Following that, the existing floor will be torn out and the concrete block will be cleaned and prepped for installation of a new floor. Once the floor is installed, the room will be painted and then cleaned. The work in the men's room is in progress. The plumbing has been repaired and a new urinal will be installed, sheetrock will be repaired and damaged tile will be replaced. We don't have any specifics beyond this right now, but we are in regular communication with the project manager for the company doing the repair work.
 - The board and community are looking to fully support Stony Point Fashion Park in their request/consideration of zoning changes as presented at our January meeting, and we will be writing up a letter of support and attend the city council meeting later this spring.
 - As you've all noticed we've officially changed landscaping companies. I think we can all agree the community looks better than ever and we appreciate all the positive feedback we've received. All activities have begun around trimming, fertilizing of grass and bushes; along with treatments/fertilizing of all crape myrtles. The irrigation system is undergoing a seasonal tune up and should be up and running soon. We'd like to remind all homeowners again that we no longer allow using Pink Tape to restrict trimming of any shrubbery or trees. Additionally, any string lights still in trees or bushes must be removed as they impede trimming. If left in place, they will be cut out.
 - Please remember we will have our annual termite inspection in May. Be on the lookout for an email with the schedule from CPVA Management, Inc. If you can't be home during the time scheduled, please reschedule as no home inspection will void your homes' warranty.
 - Thanks to Mark Wood for repairing/rekeying our mail station boxes for bulk/overflow mail.

B. Treasurer (Roseann Salasin)

As of YTD February 2024:

Assets/Investments:

Reserve asset accounts totaling \$303,316 are invested with Pacific Premier MM and staggered certificates with MoneyOne FCU and Towne Bank 4.68% and 4.94%. Investment details can be found in the financial statements listed on the HOA website.

Operating Checking account balance of \$7,398;

Operating Contingency account balance of \$20,512;

Paint Fund money market account balance of \$42,268;

Accounts Receivable of \$1,025.

Operating Income/Expense (Year-to-date):

Net operating income/expense was \$3,044, \$1,394 excess net income.
Income of \$70,390 were over budget by \$190 due to greater than anticipated home closing and \$45 in fees.
Expenses were \$67,345, \$1,204 under budget for the year.

Major difference per expense category primarily reflecting timing differences:

Administrative/Clubhouse/Pool \$130;
Landscaping \$3,514 under budget;
Maintenance/Repairs (\$2,369) over budget reflecting early roof repairs and greater than budgeted cost of gutter cleaning offset by in general repairs category;
Utilities \$(71) over budget reflecting primarily the continued higher cost of electricity.

Our repair/replacement reserve is funded in accordance with the 2021 reserve study recommendation. Noteworthy to mention, quotes for painting costs are coming in significantly higher than anticipated primarily due to inflation. We are reviewing this with the contractor.

C. Social Committee (Mandy/John McLarin)

Closure of Clubhouse and impact on planned social events. Repairs, including installation of new flooring, tile work, plumbing in men's restroom, with interior painting of entire interior necessitate closure for several months; not likely to reopen until sometime in June 2024.

Events that will need to be changed or cancelled:

- Cinco de Derby, Saturday May 4, 2024
- CE Community Party, Saturday June 1, 2024

Review of events scheduled for March, April, May, & June:

- Wine Tasting, March 6, 2024: Cancelled; low registration
- Thirsty Thursday, March 21: Hosted by Susan C; attended by 5 residents; weather likely impacted attendance (cold, windy)
- Patio & Container Gardening, April (date & time to be determined)
- Spring CE Community Party
- Thirsty Thursdays (in case of inclement weather will be cancelled due to unavailability of clubhouse):
April 18, 2024; hosts are Bob & Martha
May 16, 2024; hosts are John & Mandy
June 20, 2024; hosts are Mark & Cathy

Proposals for revisions of social events:

- Patio & Container Gardening: Susan P has been in communication with Sneed's Nursery; waiting on further information regarding date & time of availability. Will be offsite, registration and \$15 per person fee required, and limited to 20 people.
- Spring CE Community Party: instead of food truck and to avoid need for use of clubhouse, proposal is to provide Pizza, beer, & wine. Advance registration (no limit on number of participants); \$10 per person fee. Will use name tags to identify paid participants since setting will involve pool area as well as fountain. To send announcement that poolside grill will be closed for the duration of the event.

D. Covenants Committee (Debra Markel)

Since November, the Covenants Committee has handled 4 ARC requests and all were approved. Two were for storm doors that met our guidelines; 1 was for removing shrubs and widening a very

narrow aggregate driveway (which was also approved by the Landscape Committee), and 1 was for installing non-motion activated dawn-to-dusk white lights along an exterior stairwell. In addition, we handled 3 complaints resulting in 1 violation letter, 1 voluntary compliance, and 1 is still pending a Board decision. The 3 handled complaints were for unleashed dogs, parking in an alley, and motion-activated exterior lighting. We had in-person meetings in December, January, and March.

E. Landscaping Committee (Sharon Benedict)

VA Green - 2 treatments so far this year.

Richmond Irrigation - full irrigation should be running on Friday.

Green Dream - great job so far. Wednesday will be the day of lawn work. Monthly walk throughs will occur.

F. Electrical Committee (Mike McCabe)

Fountain - auto fill is doing well. Filter will be changed soon. If there is debris floating, feel free to remove.

Pool lights - still figuring out.

Poop station in the North End will be reset once construction is complete. It is functional. New dog station by the community garage will be placed soon.

Gas lights on entrance bridge - if one goes out, let someone on Board or Mike know. Do not worry if you smell any gas by those lights; gas is very minimal.

Procedure list is a work in progress.

G. Website Committee (Dan Apple read by Melissa Eager)

1) Website Stats:

12,118 visitors past 12 months

1,009/mo

34/day

News stories posted 2023-24

45 total

Last news story posted 138 out of 161 opened the email (86%)

Emails from website

45 email updates

Sent to 3,224 email recipients

3,198 accepted (99%)

2,522 viewed 78%

2) Classifieds section changed to a private page at the request of the Board.

3) Directory was last updated on 4/8/23.

4) Some concerns expressed to AN about the general public having free access to the site (except for private pages - directory, finance, classifieds). Question to the Board - should the entire site be private and require our residents to login?

H. AED Committee (Rick Bream) Nothing new to report.

I. Managing Agent

Termite Inspections - will take place on May 9th - e-blast will be sent with specifics.

Capital Construction - very easy to work with and communicative.

CPVA Management - new accounting system on April 1st. There is a new payment address. If you signed up withdrawal through your bank, you must change the direct withdrawal. If the withdrawal is via Community Partners, nothing needs to be done. There was a email and mailing sent announcing this change.

VI. OWNER COMMENT PERIOD*

Mike M. - Coffees - Tuesday mornings twice a month by the fountain; 1st and 3rd Tuesday mornings at 830 am weather permitting; bring your own coffee. Open to all. Consider putting in a path by the North End poop station to the woods - great place to walk dogs.

Sharon B. - sweat equity party at the pool will be upcoming. Information will be emailed out soon.

Rick B. - the places that sold and are vacated - are they still insured? Please don't leave books under the Little Library and don't leave them on the Bream's porch without notification. We appreciate the donations and support!

Debbie M. - reviewed Declarations and Documents - there is nothing that states limits on the number of rentals. If you want to limit the number of rentals, there needs to be an amendment and voted by the Community (2/3).

Anne Nelson M. - message received by homeowner. Please address people rolling thru the stop signs - please make sure to obey stop signs. Not doing such is dangerous.

Mike M. - might want to consider wiring for a security system before painting of clubhouse. Don't need to buy the higher end security system now. Per Roseann S., still moving forward with cameras at clubhouse and pool.

VII. UNFINISHED BUSINESS

- A. Clubhouse access for homeowners - group of 3 people from the community provided feedback - recommendation is to have it open M-F from 8 am to 5 pm. The suggestion is to leave it unlocked. Per Dave, other communities do not leave clubhouse open. Discussion about the pros and cons. Feasibility, safety, keeping it clean, management? A more through recommendation needs to come from this group before consideration by the Board.

VIII. NEW BUSINESS

- A. Proposed change to pet rules

Discussion around changing Rule #26 to read "All pets must be leashed or carried and accompanied by a person whenever they are outside of a home. This includes, but is not limited to, owners' yards, sidewalks, and all Common Areas and Property. Pets may never be unattended." Upon discussion, this still needs to be revised. What about fenced yards? Invisible fencing? Tethers? Covenants will revise rule and will vote next Board meeting.

- B. N. Chasen quotes for 2024 painting and clubhouse

How much will insurance cover for the clubhouse painting? Depending upon that, this will affect the N. Chasen quote of clubhouse painting. There needs to be clarity on the scope of Capital's work within the clubhouse. Dave will set up a meeting with Capital next week.

C. Leasing of Units

Concern of the number of rentals in Community. We currently don't have parameters. If a rental cap is wanted (most community have a 10% or 20% rental cap), there needs to be a 2/3 approval by current Homeowners. Let's get recommendations from the Covenant Committee before having an attorney draft an amendment. Keep open for next meeting.

D. HOA Website security

Should the entire HOA website be more secure? Consensus was to have everything secure except the home/cover page.

Melissa Eager made the motion to lock down the website and respond to Dan Apple to do such; Anne Nelson Morck seconded the motion; the motion passed unanimously.

IX. NEXT MEETING DATE

Next meeting on 5/22/24 @ 5 pm - in person for Board members and Committee Chairs (Anne Nelson's home) - virtual for Homeowners.

X. EXECUTIVE SESSION

Melissa Eager made the motion to move into Executive Session for the purpose of discussing a potential violation; Karen Bennett seconded the motion; the motion passed unanimously.

XI. RETURN TO OPEN SESSION

Melissa Eager made the motion to move back into Open Session. The Board determined there was no violation; Karen Bennett seconded the motion; the motion passed unanimously.

XII. ADJOURNMENT

Melissa Eager made a motion to adjourn at 7:48 pm: Karen Bennett seconded the motion; the motion passed unanimously.

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