

CREEK'S EDGE AT STONY POINT TOWN HOMES HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

**Wednesday June 22, 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: Anne Nelson Morck – Vice President; Rob Tait – Director; Melissa Eager – Secretary; Dave Hering – Managing Agent; Janet Carter – Social Committee Chair; Sharon Talarico - Homeowner; Joe Perszyk – Homeowner; Judy Beheshti - Homeowner; Sharon Benedict - Landscaping Committee Chair; Dan Apple - Webmaster; Sandy Apple - Homeowner; Bob Camire - Homeowner; Tom Byrd - Homeowner.

Virtual, in attendance: Larry Dahn – President; Pat Rollins – Homeowner; Fran Farmer – Homeowner; Debbie Markel – Covenants Committee Chair; Lee Chahryn – Homeowner; Susan Chandler - Homeowner; Jason MoneyMaker - Builder; Josh Sessions - Homeowner; Wendy Henley - Homeowner; Betsy Kapsak - Homeowner.

III. APPROVAL OF MINUTES

A. April 27, 2022: Larry Dahn made a motion to approve the minutes; Rob Tait seconded the motion; the motion passed unanimously.

B. Unanimous consent 5.5.22 - Richmond Irrigation quote

IV. BUILDER REPORT (Jason MoneyMaker)

- Everything in current building is completely sold and model home is closing Monday.
- Jason has a meeting with Steve Middleton next week and will then have more information to share.
- Vacant villa home lot was cleared because of an interested party.

V. HOA REPORTS

A. President (Larry Dahn)

- Board meetings will continue to be held every other month unless something comes up that substantiates an additional meeting.
- It's with great pleasure to announce that our community just had a couple recent graduates: one high school graduate and one college graduate. Please congratulate Ellie Maruca graduated from Maggie Walker HS and is to continue her education at University of Virginia. We also had a college graduate Mary Pinkerton with a double major in both Art and teaching from James Madison University.
- As a reminder we had finished our latest 5-year reserve study this past 2021 and the inflation factor was bumped up to 3.08%; of course, as most are aware the latest inflation number is pushing 8.6%. Let's hope it drops soon.
- We've identified 18 areas around the street as potential trip hazards and will be discussing repairs.
- Just a reminder if all homeowners would use dawn to dusk lightbulbs for both your front and back porches and garages.
- Remember we sent out an e-blast reminder how to handle emergency gate malfunctions – you must report it to the NTS office 804-272-0098 and choose the option emergency maintenance and make sure to leave details and contact information.
- We started the mosquito monthly treatments at the pool and clubhouse areas. We also had a one-time perimeter bug spray around the entire pool and clubhouse areas.
- I'm sure by now everyone has noticed the beautiful landscaping in the front of the clubhouse and on the side by our fountain area.
- Brand new looking pool with new tile and plaster.
- Thanks goes out to Rob for performing a detailed cleaning on our pool furniture.
- A big thanks to the landscaping crew for cleaning/removing the infected honeysuckle plants hanging on the pergola.
- A shout out to the following individuals who help to keep this community going: Our wonderful library that Sue Bream maintains; appreciate Kim and Jenell handling the poop station by the community garage and Mike and Betsy maintaining the poop station on the north end; Tom Allen coordinates a monthly coffee during various times a year; Pat Mohr who puts so much time and energy into representing our community as the "Welcome" host to all new neighbors with a comprehensive welcome packet, introducing homeowners to our community and just saying hello; I saw Betsy cutting back all the suckers from the crape myrtle trees that recently were limbed up. Appreciative of Daphne, who coordinates Book Club.
- A thank you to the Social Committee for organizing another successful community event this past weekend.
- NTS grinded down the concrete walk at gate entrance and now it closes and locks much better.

- We closed out several projects in the past couple months; ending with a fun mulch party that was very successful, I counted more than a dozen homeowners helping.

B. Treasurer (Roseann Salasin reported by Melissa Eager)

As of year to date May 2022:

Assets/Investments:

Reserve asset accounts totaling \$305,549 are invested with MoneyOne FCU certificates and a Pacific Premier money market:
\$77,721 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 accounts
\$225,226 in multiple staggered certificates earning from .60 to .68%
Operating Checking account balance of \$13,007;
Operating Contingency account balance of \$6,881;
Paint Fund money market account balance of \$53,015.
Accounts Receivable of \$444.

Operating Income/Expense - as of May YTD:

Net operating income/expense was (\$8,336), \$10,157 net excess revenue:
Revenues were \$144,828, (\$1,292) under budget reflecting the delayed new home closings.
Expenses were \$153,164, \$11,449 under budget.
Major expense categories under budget:
Administrative/Clubhouse/Pool \$4,420, reflecting a tax credit and timing differences in budget versus actual;
Landscaping/Maintenance/Repairs \$5,609 reflecting significant expenses in roof repairs of \$1,550 over budget offset by favorable timing differences in budget versus actual. Roof repairs have tapered off the past two months.
Utilities \$1,420, primarily reflecting that County Waste has not increased prices in 2022.

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

Unfinished Business NTS:

We met with NTS earlier this month. There were no significant financial differences in actual versus budget through the Q1. NTS told us they were able to get a refurbished compactor which will have a 15 to 20-year life at a much-reduced cost versus new; however, they did not have the final dollar amount at the time of our meeting.

C. Social Committee (Janet Carter)

- Hot Summer Nights this past Saturday Night, June 18, was great fun, good food and beautiful weather. I'm guessing there were about 90 attendees, given rsvp count and surprise guests. Many thanks to the Social Committee and all who volunteered to help!
- Also, thanks to Dan Apple who took video of the evening and is in process of getting it on our website!

- The Social committee wants to encourage community within the community! Take your good ideas and start with your closest neighbors! That's how Bunco and Bowling and Book Club got started - a neighbor had an idea and ran with it. Do it!!!
- The Social Committee will not meet in July. Our next will be Thursday, August 4, at 6:30 pm at the clubhouse. Please join us.

D. Covenants Committee (Debbie Markel reported by Melissa Eager)

Since our last Board meeting, the Covenants Committee has received 2 ARC requests. One was to remove a fence from a 2 story home, which was approved. The other was to plant a tree in the front of a 3 story home. This request has been referred to the Landscape Committee for input prior to our discussion.

As a safety issue, the Board requested that our committee review the size, color, and placement of house numbers throughout the community. We made the suggestion that if any homeowner wishes to change their permanently attached house numbers, that an ARC (Application for Exterior Modifications/Landscaping) be submitted through our normal channels. Each request will be reviewed individually.

We also discussed the signage which has been going up in our common areas. To preserve the aesthetics of the community, our committee would like to ask the Board to consider uniformity in style and color for signage whenever it's practical.

Finally, at our Board representative's request, we would like to remind everyone in the neighborhood that ANYTHING that becomes attached to the outside of ANY home (numbers, artwork, flags, plant holders, storm doors, etc.) and ANY landscaping changes must be pre-approved by the Covenants Committee via the ARC process.

We have a new member, Kim Smith. Thank you to Lisa Eby (who recently stepped aside) for all her years of valuable input into this committee.

E. Landscaping Committee (Sharon Benedict)

- New plantings at the CH are mostly doing well. It's likely that Manchester Gardening (MG) will need to replace a couple of bushes/trees but that will not happen until the Fall. We are working with MG and Richmond Irrigation to find the right balance for watering.
- There are some replacement plantings needed in the community. We are consulting with MG for specific recommendations. Some work will take place in the Fall but other replacements will have to wait until Spring 2023. We will request that residents be responsible for watering replacements until they are established and rooted.
- We are in the process of reviewing landscaping and irrigation contracts for next year. We have reached out to vendors we know and trust for recommendations. Final decisions TBD.
- LC is proposing an amendment to the current RI contract which allows RI to make adjustments and repairs not to exceed \$500 found on routine visits. Purpose is save money by avoiding delays and re-visits waiting for approvals on repairs.
- LC is in the process of ranking special project priorities for 2023. More to report on that in the coming months.

- LC would like to ask homeowners to check their AC units and report to the Board any encroaching ground cover or shrubs which may affect the unit's performance. Anne N. will also send out an email blast to neighbors asking for feedback regarding this issue.
- Turf or shrubs in the community which are being affected by dog pee. Although we do have dog walkers from other neighborhoods, most of the problem with this issue is coming from our residents. We can only ask that people be respectful of others' yards and common areas. LC is spending your money to upgrade the landscaping but we do not have unlimited funds to repair all areas that are affected. If you see something, say something and ask walkers to be respectful of your property when walking their dogs.
- Next meeting is July 13th at 4:30 pm - all are welcome.

F. Electrical Committee (Mike McCabe reported by Melissa Eager)

- The burnt out lights in the fountain basin were replaced a few weeks ago. They are all now operating.
- The filter was cleaned out and the cartridge replaced last week. All is running well.
- A new exhaust fan was installed in the chemical room. All chlorine jugs have been moved to the chemical room where they belong and will stay from now on. This has eliminated all the chlorine odor in the pump room. The lingering chlorine fumes are corrosive and hard on the equipment located in that room.
- The GFI outlet on the outside of the garage building wall facing the clubhouse has been replaced and is now usable.
- Work remaining: a louver will be placed on the pump room door and a louvered grill will be located on the wall dividing the chemical and pump rooms to remove excess heat from the pumps. These openings will be closed during the cold weather.
- A receptacle will be added on the two light poles in the median of the bridge to accommodate additional Christmas/Holiday lights in that area.

G. Webmaster Committee (Dan Apple)

- Presentation of the new CE Website which will launch August 1st, 2022. Dan built the new site from scratch.
- New site is easier to navigate, more robust and is interactive. Pictures and videos are impressive!

H. AED Committee (Rick Bream reported by Melissa Eager)

- The AED committee replaced the lock on the AED with a new, easier to read padlock with backlit numerals. The lock was purchased through the generosity of Lisa Eby and the HOA board. It was installed by our go to project engineer, John Meybin. The code is still 1950.

I. Managing Agent (Dave Hering)

- Since the last meeting, a violation letter in regards to Covenants was sent out and it was corrected.

VI. OWNER COMMENT PERIOD

- Lee C. - thank you to Dan for the new website design, especially interested in the classified section. Issues having the newspaper delivered in a timely fashion. Suggestion was to approach the NTS office. Fran F. - there are vendors who come into the neighborhood before 7 am.
- Fran F. - concern of distribution of key cards to vendors. What's the point of a gate then?
- Sharon T. - the entry gate doesn't provide security. Upset with how NTS handles the entry way including the gates and plantings.
- Betsy K. - if need help with snakes, please contact Betsy! She captures and releases.

VI. UNFINISHED BUSINESS

A. N. Chasen painting and wood rail replacement

- 24 homes need their wood railings to be replaced with vinyl railings. In 2022: 9300-9314 Even \$15,310. 9301-9315 Odd \$23,223. In 2023: 9520-9534 Even \$16,303. Total amount over 2 years - \$54,836 from paint fund. Larry will clarify quote with N. Chasen.
- More clarification from N. Chasen and Roseann before making a final vote of approving these funds. Board vote will take place via email.

VII. NEW BUSINESS

A. Clubhouse rental deposit and agreement

- Clubhouse refundable rental deposit is currently at \$85 - concern that this amount is too low.
- Rob Tait made a motion to increase the Clubhouse refundable rental deposit to \$200 and add verbiage to the rental agreement that homeowner is responsible for areas surrounding the Clubhouse; Anne Nelson Morck seconded the motion; the motion passed unanimously.

B. Asphalt repairs proposal

- 18 asphalt trip hazards throughout neighborhood identified. Quote received from Pothole Repair which includes a PARC program membership.
- Anne Nelson Morck made a motion to use Pothole Repair to repair the asphalt hazards in the amount of \$5,507; Melissa Eager seconded the motion; the motion passed unanimously.

C. Gutter repairs proposal

- Received quote from Metro Group to remove the leaf guards on several homes (9325, 9527, 9329, 9531, 9533, 9535), install splash guards on the front porches of several

homes (9470, 9468, 9466, 9484, 9482, 9464, 9480, 9462, 9460), unclog the down spouts on 3 homes (9462, 9484, 9470) and replace the curved fitting on second floor of 9505.

- Rob Tait made a motion to approve the Metro Group quote of the aforementioned areas of concern in the amount of \$2,250; Melissa Eager seconded the motion; the motion passed unanimously.

D. NTS/HOA communication process - remain OPEN

- Process of NTS management sending Dave information and then disseminating to Board and community as deemed fit is working well. The issue is going the other way - when a homeowner or Board member has an issue, there needs to be a designated Board member to communicate real time to NTS. Larry will be this designated point person/Board liaison to NTS management.

E. Pool pergola improvements

- Larry's suggestion is to put the pergola shade project on hold and not provide a temporary solution this season. A permanent solution for shade will be part of a future project.
- Sharon B. - can the large pool project (shrubs, pavers, etc.) be taken off LC agenda? Yes per discussion - begin planning in 2023 for 2024 completion.
- Joe P. - LC needs the budget for 2023 so priority list can be made and allow for coordination between LC and Board.
- Pool project (potentially remove shrubbery, extend the decking, level the decking, provide additional privacy) will be put on hold until 2024 and discussed in 2023. Let's explore different options between now and then. Volunteer crew/LC can try and "beautify" interior (power wash, ivy removal).
- LC will provide 2023 priority list at our next meeting, they have a multi year vision and there are many projects throughout the community that need to be tackled.
- Boulevard project will be a big expense - zelkovas are threatening hardscape and pin oaks need to be trimmed. Larry suggests getting a quote for both projects and potentially have some of the work done in the Fall. Sharon B. And LC will head up receiving quotes.

F. Power washing quotes

- 3 power washing quotes from Power Wash This, Inc. - \$750 for pool deck, \$225 for sidewalk leading up to the clubhouse door and area of patio around fountain, \$150 for bridge area. Adhesive sand work will be completed by Rob and Larry. This work ideally will be done post Labor Day. Need to reach out to Kenney's for weed control work surrounding pool area asap.
- Melissa Eager made a motion to approve the Power Wash This, Inc. in the amount of \$1,125 for the aforementioned areas; Anne Nelson Morck seconded the motion; the motion passed unanimously.

- Pergola needs to be power washed, light scraped and white washed.
- Melissa Eager made a motion to approve the quote from N. Chasen to power wash, lightly scrape and white wash the pergola not to exceed in the amount of \$1,500 for the aforementioned areas; Anne Nelson Morck seconded the motion; the motion passed unanimously.

IX. NEXT MEETING DATE: 8/24/22 @ 5 pm.

X. EXECUTIVE SESSION (if necessary) - n/a

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

XII. ADJOURNMENT - Melissa Eager made a motion to adjourn the meeting at 7:48 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.