

CREEK'S EDGE AT STONY POINT TOWN HOMES HOA
Board of Directors Meeting Minutes
Wednesday, July 26, 2023 – 5:00pm

Clubhouse – 9400 Creek's Crossing Blvd
Or Virtual Meeting via Zoom

President – Larry Dahn (2024)
Vice President – Anne Nelson Morck (2023)
Secretary – Melissa Eager (2023)
Treasurer – Roseann Salasin (2024)
Director – Karen Bennett (2025)

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; Karen Bennett – Director; Melissa Eager - Secretary; Anne Nelson Morck – Vice President; Dave Hering – Managing Agent; Judy and Mark Beheshti - Homeowners; Mandy and John McLarin - Social Committee Co-Chairs; Sharon Benedict - Landscaping Committee Chair; Joe Persyzk - Homeowner; Nancy Pinkerton - Homeowner; Sharon Talarico - Homeowner; Mike Roscoe - Homeowner; Sue and John Meybin - Homeowners; Susan Chandler - Homeowner; Bob Camire - Homeowner; Marybeth Matthews - Homeowner; Mike McCabe - Electrical Committee Chair; Rick Bream - AED Committee Chair.

Virtual, in attendance: Roseann Salasin - Treasurer; Debbie Markel - Covenants Committee Chair; Wendy Henley - Homeowner; Laurie Carter - Homeowner; Mick Massell - Homeowner.

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

- May 24, 2023 Board meeting

IV. BUILDER REPORT – Eagle Construction

Anne Nelson and Larry recently met with Jesse from Eagle Construction. The big dirt pile is being moved. The first set of townhomes is on track to finish by the end of December; one unit is sold; one unit will be used as a model and the other units will be done to the point in which new owners can finalize selections. Those units will take about 16 weeks from the point of new owner selections. Eagle construction will provide landscape plans. A salt treated wood fence will be provided in front of the detention pond.

V. HOA REPORTS

A. President (Larry Dahn)

- We're slightly more than half-way through our 2023 budgeted year and now it's time to begin thinking about our 2024 budget. As each of the committees present today, if you each have an idea of your 2024 budget needs/wants, please include.

- Please continue to enjoy the pool area and we've replaced our outdoor refrigerator.
- Eagle Construction has taken over our clubhouse Saturdays & Sundays 12pm – 5pm hosting an open house for new home construction. Feel free to stop by and say hello and bring a friend (homeowner clubhouse reservations still take priority).
- A few Saturdays ago, our gate system had a failure and was completely out of commission for about 30 minutes. We had a tripped breaker which was caused by a wire short on one of the security column lights (this light has been disabled). This failure had nothing to do with our new system or existing gate hardware. We've requested NTS to think about posting their emergency number somewhere on the gate system (such as the call box). We have also offered to assist in emergency system failure calls and looking for a couple of people to assist which will include some training.
- Hope everyone has noticed the new entryway column signage – upgrades.
- Anne Nelson (Joe P. and Dan A.) met with the new mall owners earlier in June and will now give us a summary.
 - New restaurant opening in September - Lyra's Kitchen (healthy restaurant where Chipotle used to be located). Talking to someone about the Brio Space.
 - Mall occupancy is currently at 70%. The goal is to make it more of a destination with a mix of retailers and things to do. Stumpy's Ax House is the best performing in their franchise.
 - Cine Bistro just had 750k worth of investment upgrades and plans to stay for at least another 5 years. Everyone who is currently at the mall renewed their leases and plan to stay.
 - New owners - own for 5-7 years and revitalize before selling again.
 - Dillards and Saks both own their buildings.
 - Familiar with the Richmond 300 plan and are in contact with the City but it isn't their focus.
 - Second Horizon Capital - owners of the new mall. They do have a website.

B. Treasurer (Roseann Salasin)

As of YTD June 2023.

Assets/Investments:

Reserve asset accounts totaling \$283,725 are invested with MoneyOne FCU certificates, Towne Bank and a Pacific Premier money market: \$28,876 in a Pacific Premier MM account earning (.105%), from which reserve expenses are paid.

\$75,000 in 6-month CDs with Towne Bank earning 3.72 and 4.31%. These funds were reinvested from the lower-earning Pacific Premier MM (above) and a rollover certificate to capture higher interest but keep funds liquid to pay for approved projects in 2023. One of the funds matured in July and will be rolled over into a 6-month CD at 4.47%.

\$2,603 in MM/Business Savings accounts earning FCU required accounts.

\$177,246 in staggered certificates earning from .86 to 3.105%. We look for higher earning options as certificates expire.

Operating Checking account balance of \$8,526;

Operating Contingency account balance of \$20,149;

Paint Fund money market account balance of \$21,322.

Accounts Receivable of \$0, we really appreciate everyone paying their monthly HOA dues on time.

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

Net operating income/expense was \$(6,117), \$4,680 excess net expense.

Revenues were on budget at \$191,425. Eagle Construction has sold one home, estimating settlement in December or 1Q 2024. Expect we will have a \$4950 shortfall in 2023 revenue due to delayed home sales.

Expenses were \$197,542, \$4,655 under budget.

Major expense category differences:

Administrative/Clubhouse/Pool \$2,137 under budget reflecting prior year credits taxes, insurance, and pool phone service offset by repairs needed from a leak.

Landscaping \$6,122 under budget reflecting timing differences of expenses versus calendarized budget.

Maintenance/Repairs (\$5,460) over budget reflecting additional gutter cleaning and timing of roof and general repair expenses versus calendarized budget. We have not spent our full-year budget; however, repairs in our aging community are hard to predict.

Utilities \$1,856 under budget reflecting higher electricity and stormwater fee offset by lower water for irrigation.

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

C. Social Committee (Mandy and John McLarin)

Not a lot to report since we did not have a meeting in June.

Summer Food Truck Event

Date: Saturday, June 10 at 5:30-8:00 pm

Food Truck: Smokie Joes

Comments: We had a good crowd, but smaller than in the past. There were probably around 50-60 residents. We did receive some feedback that a different food truck should have been considered since Smokie Joe had been used in the past.

Event cost: No cost for the event

Thirsty Thursday Event

Comments: We considering having another event before the end of the year, but have not picked a date. It may be in late August.

Date: TBD

Where: Pool area

Cost: Free

September Winey Wednesday Event - TBD

Comments: Evaluating different formats and types of wine to be featured.

Date: TBD

Total attendants: 45 people

Fall Event Set - October

Date: TBD

Food Truck or Grilled Hot Dogs/Hamburgers: TBD

Cost: TBD

Residents: Unlimited

Christmas Event - December

Comments: Committee is discussing different ideas
Date: TBD
Cost: TBD
Residents: Unlimited

D. Covenants Committee (Debra Markel)

Since the last Board meeting, the Covenants Committee has handled four ARC requests. These included two landscaping requests, one request for standard storm doors that met our guidelines, and one request from the Board regarding signage. Three requests were approved and one was declined. All landscaping requests were also discussed with the Landscaping Committee. We have also been reviewing and updating the community's Rules and Regulations for consideration by the Board.

E. Landscaping Committee (Sharon Benedict)

Working on the completion of all tree work for 2023. Crepe myrtles are doing much better this season but we remain vigilant for other invaders.

Interviewing landscapers and reviewing contracts for 2024.

Finalizing the plan for the re-landscape of the median N of the pool which will happen this Fall.

Tracking all requests for removal/replacement of dead bushes. No new planting is scheduled until at least this Fall.

F. Electrical Committee (Mike McCabe)

Automatic Fill for the fountain sump will be completed by or directly after the meeting date. Larry and I have discussed the pool light and this will hopefully be addressed next week. When the problem is isolated it will be fixed or turned over to the pool service company so they can correct.

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

12,836 visitors since 8/1/22 (average is 1,284 per month).

Last email blast on 7/12 about pool closing results: 169 sent/accepted, 124 or 73% actually opened.

Replaced CE brand logo and favicon (little symbol representing brand - "tree" only) on home page to match new Creeks' Edge logo on new entrance signs.

Posted update in website's photo gallery and announcements about the "Welcome to Summer" event on 6/10/23.

I have some concern about the diminishing interaction by residents to website since its launch last August. Primary reason is that HOA is not pushing enough information through the website inviting residents' participation. Most communication is done outside of the website via direct email, which is fine. However, as I understood it our original goal was to make the new website more interactive rather than a static, reference resource only. Board might consider how to best use the website to promote resident communication exchange. Either way is fine, just depends on what the board wants the website's role to be in how it communicates with residents. \$800/year budgeted for website.

H. AED Committee (Rick Bream)

Potential additional AED system once the new section is further along. Some research completed regarding a CPR/AED course for residents. The cost would be \$75/person. There are some free options available with the Chesterfield libraries.

I. Managing Agent (Dave Hering)

Since the last meeting, 9 letters have been sent about violations and all but 1 have been closed out.

Anne Nelson - please be respectful of Board members and volunteers in regards to complaints - some of the complaints are coming at night and during the weekends. Please show consideration and know that we volunteers and neighbors.

VI. OWNER COMMENT PERIOD*

John M. - possibility of a board being placed at mail kiosk for community news, etc.? Consensus - hard to upkeep and most of that information is pushed through the website.

Rick B. - Eagle Construction plans on finishing units appearance wise - will we be responsible for irrigation/maintenance?

Nancy P. - thank you to those who do pick up after their dogs. There is still a problem - what can we do? Any help with poop station by the community garage?

Roseann S. - possibility of putting a no trespassing sign in our community.

Sharon B. - possibility of some sort of Creeks Edge stone/marker on the Boulevard in the middle section to identify the community. Plantings don't work there.

VII. UNFINISHED BUSINESS

A. Utilization of perimeter common areas

Mike M. had a meeting but he was having some second thoughts and rethinking the idea. Not much room behind villas. Only viable place is to the right of the bridge entrance in the woods (on the Northside of the community). Bridge build potential as well. Keep as an open item for next meeting.

B. Roof report - hail damage

Roseann did talk to her insurance company - they couldn't initially see any hail damage on her roof. Coming back to complete another inspection. What would happen if there were damage? Our homeowners insurance should cover the damage. Keep as an open item. Do we still have roofs with hail damage from that initial report from the drones? Do we need to communicate potential hail damage to those home owners? Per Dave H. - that spot check included 3 homes (9300, 9539, 9551) - and can email those homeowners - stating HOA doesn't cover hail damage but you can reach out to your insurance companies for further inspection.

C. Power Wash This proposal for roof cleaning

Dave H. will contact Power Wash This in order to get a new quote for cleaning all the metal roofs. A separate quote for the mold/mildew on those roofs affected needs to be included.

This would be a reserve expense if it extends the life of the roof. Unanimous consent voting potential before the next Board Meeting.

VIII. NEW BUSINESS

A. Clubhouse security cameras

Received a quote of \$4,441.37 from livewire. Are there other options? Do we need monitoring? Can we buy a camera system from someplace else if we aren't going to do monitoring? Keep as an open time. Discuss at the next meeting.

B. Maintenance chart revision/clarification

Revise the line item to include Patios and Balconies under the same section that includes Driveways, Driveway Aprons, Parking Pads. Also eliminate the last sentence "Removal of snow and ice on a schedule determined by the Board of Directors." This is on page 2 of 5 of the Maintenance and Service Responsibility Chart. Make sure this is updated on the website and in the welcome packet.

C. Clubhouse pest control

Hickman's Termite and Pest Control provided a quote of \$400/year to provide pest control around the clubhouse on a quarterly basis.

Anne Nelson Morck made the motion to approve the contract of \$400/year for Hickman's to provide pest control at the clubhouse quarterly; Melissa Eager seconded the motion; the motion passed unanimously. Implement as soon as possible.

D. Pool area shade options

Keep as an open item, most likely to complete for the spring season of next year. Look into options for the 2 pergolas in the pool area first. Dave H. will discuss more with Larry and potentially get some quotes.

E. Poop in neighborhood

What can be done? Let's send a communication to everyone about cleaning up after your dog - urine included - and educate our homeowners. Anne Nelson and Larry will draft a communication and have our Board review before sending out to everyone.

IX. NEXT MEETING DATE

9/27/23 @ 5 pm. Another meeting on 10/25/23 @ 5 pm and annual meeting on 11/29 @ 6 pm as long as we can coordinate space at the mall.

X. EXECUTIVE SESSION

Anne Nelson Morck made a motion to move into executive session at 7:56 pm; Karen Bennett seconded the motion; the motion passed unanimously. Several violations were discussed and Dave Hering and Community Partners will address. Also the workflow for potential violations was discussed and Karen B. will bring to the Covenants Committee for review.

XI. RETURN TO OPEN SESSION

Anne Nelson Morck made a motion to go back into open session at 8:03 pm; Karen Bennett seconded the motion; the motion passed unanimously.

XII. ADJOURNMENT

Melissa Eager made a motion to adjourn at 8:04 pm; Roseann Salasin 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.*