

CREEK'S EDGE AT STONY POINT TOWN HOMES HOA
Board of Directors Meeting Minutes
Wednesday, September 27, 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 5:00 pm.

II. ROLL CALL and QUORUM STATUS (Secretary)

Meeting, in attendance at Clubhouse: Larry Dahn - President; Karen Bennett – Director; Roseann Salasin - Treasurer; Anne Nelson Morck – Vice President; Dave Hering – Managing Agent; Judy and Mark Beheshti - Homeowners; Mandy and John McLarin - Social Committee Co-Chairs; Sharon and Dave Benedict - Landscaping Committee Chair and Homeowner; Joe Persyzk - Homeowner; Mick Massell - Homeowner; Rob Tait - Homeowner; Frederico and Carlotta Cassai - Homeowners; Bob Camire - Homeowner; Rick Bream - AED Committee Chair.

Virtual, in attendance: Melissa Eager - Secretary; Debbie Markel - Covenants Committee Chair; Lori Carter - Homeowner; Leah Blatzer - Homeowner; Steve Middleton - Developer; Brian Busbee - Eagle; Nathan Blinn - Eagle; Lee Chaharyn - Homeowner.

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

- July 26, 2023 Board meeting
- Unanimous consent 8/19/23 - Roof cleaning
- Unanimous consent 9/19/23 - Manchester Gardening proposal

IV. BUILDER REPORT – Eagle Construction (Brian and Nathan)

Sales perspective - one unit is sold in the building of 6 units under construction. Thank you for allowing Eagle to use the Clubhouse for prospective buyers. Feedback - most homeowners are not looking for 3 level units but traffic has been steady. Once finish inventory, historically, sales are better. Moving to finish 3 units completely.

Steve M. - in current interest volatile environment, people are reluctant to put down contracts on to be built homes and want nearly finished products. Meeting with the City - senior planner of zoning department - to get expectations on the 2 villa homes. Will zoning allow for garages in the front or rear side of the homes?

Mick M. - what kind of fence will be built behind the 6 unit townhomes in front of the detention pond? Per Eagle, no plans for fencing. Brian is happy to have a conversation and Steve M. will meet to discuss further with the Board and others from neighborhood.

Sharon B. - is there a timeline for the next 2 buildings? No timeline - dependent upon sales. What about the dirt pile in front of the new 6 unit building? Per the builder, it will have to be moved before building the 2 story units but no timeline for entire pile to be moved. What is the planned electrical work? Is there going to be a new box? Per Steve, had one meeting with Dominion Power - conduit was installed but they didn't put in all of the loop of the underground power system. Steve's hope is that no transformer or box will be put above ground - if there is a need for a box, it would be an in the ground box. Dominion does have an easement. Is there a Dominion rep to get more information? Steve will get a Dominion rep name to Larry. When can we see the landscape design for the new building? At this point, per Sharon, we just need a design plan. Required specifics can be sent to Brian and Brian will send to the correct Eagle contact. Roseann - do you anticipate that the entire building will be landscaped at the same time? Yes, per builder. Landscape company charges per house - who should receive the bill for the additional 5 houses that are not sold? Brian will look into it and get back to Larry.

Larry - is it Eagle's plan to build the 2 villa homes in addition to the townhomes? Per Steve, it is Eagle's plan to build the 2 villa homes as well, but not sure of the timeline. Per Eagle, haven't included the villa homes in the marketing material but will when there is more information available. Any timeline for the 7 2-story units? Per Eagle, need to sell a few more homes of the 3 story units before moving to the 2 story units.

Anne Nelson - meeting with the city to determine plan for the 2 villa homes? Per Steve, meeting with the City for several reasons: villa home plans are wider than the 2 lots will accommodate and determine the zoning for the placement of the garages.

Larry - appreciate Eagle Construction - you all build a great home and support the Richmond area. We are a community that is 17 years old and 21 homes still need to be built and we are in need of the revenue. Please continue to be transparent and we will do everything possible to help close on the remaining homes. Per Eagle, if the sales are there, the remaining homes can be built quickly.

V. HOA REPORTS

A. President (Larry Dahn)

- Thanks again to Eagle Construction - they are a great partner for our community and certainly build a great home.
- A homeowner Lori Carter (9315) gave a wonderful complement to Steve of Metro Group. This was passed along to the company.
- We also want to say thanks and show our appreciation to Cathy Cooper for pulling all the ivy out of the pool area.
- A big thanks to the group - Pat Mohr, Ann Hester, Bob Camire, Jenise Swall and Sandy Apple - who have been watering the flowers and doing a great job and it all looks so wonderful.
- Thanks to Mike McCabe for finalizing the work on the auto fill system for our fountain.
- We've begun finalizing our 2024 budget - so stay tuned. One item to note: the bark scale, fertilizing and trimming of the crape myrtles have been and plan to always be a large annual expense (10k+).
- Power washing all metal roofs and roof cleaning of identified roofs that are affected with mold, mildew and algae will begin next week. Look to the email from Jessica Crump sent out.
- Please note: If your trash and/or recycling is not picked up please send an e-mail directly to Jessica of Community Partners. If you can also help and see other trash bins not picked up, please include in your communication.

- Challenging stoplight - the stoplight on our way out of the neighborhood near the VCU medical buildings seems to stay red longer than usual. If you experience the same frustration, please reach out to our council representative, Kristen Nye and voice your concerns.
- We have 2 board positions up for a vote this year - you will be receiving mail from Community Partners. Both Anne Nelson and Melissa Eager plan to run for another term.

B. Treasurer (Roseann Salasin)

As of YTD August 2023:

Assets/Investments:

Reserve asset accounts totaling \$294,018 are invested with MoneyOne FCU certificates, Towne Bank and a Pacific Premier money market:

- \$37,650 in a Pacific Premier MM account earning (.105%), from which reserve expenses are paid;
- \$75,757 in 6-month CDs with Towne Bank earning 4.89% and 4.31%. These funds were reinvested from the lower-earning Pacific Premier MM (above) into a rollover certificate to capture higher interest. One of the funds matured in July converted from a lower 3.72% rate.
- \$2,603 in MM/Business Savings accounts earning FCU required accounts
- \$178,007 in staggered certificates earning 4.96% and 3.15%. We look for higher earning options as certificates mature, the certificate that matured in July we negotiated 5 basis points higher from the next highest rate we found.

Operating Checking account balance of \$2,009;

Operating Contingency account balance of \$23,160, this is a fund for future unexpected occurrences so we can avoid an assessment;

Paint Fund money market account balance of \$21,834

Accounts Receivable of \$290, we really appreciate everyone paying their monthly HOA dues on time.

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

Net operating income/expense was \$(7,666), \$(1,066) excess net expense; we anticipate being over budget for 2023.

Revenues were basically on budget at \$255,225 including a \$25 late fee. Eagle Construction has sold one home, estimating settlement in December. We anticipate a \$4,950 shortfall in 2023 revenue due to delayed home sales.

Expenses were \$265,891, \$1,091 over budget;

Major expense category differences:

- Administrative/Clubhouse/Pool \$2,073 under budget primarily reflecting prior year credit for taxes, insurance, and pool phone service offset by repairs needed from a leak in the clubhouse;
- Landscaping \$4,441 under budget reflecting lower expenses in irrigation repairs and other expenses;
- Maintenance/Repairs (\$9,323) over budget reflecting the additional gutter cleanings and greater than budget roof repair expenses. We are also anticipating being over budget in general repairs reflective of our aging community;
- Utilities \$1,718 under budget reflecting higher electricity and stormwater fees offset by lower water for irrigation. We are investigating the higher stormwater fees.

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

Adams, Jenkins, and Cheatham completed their annual audit of our financial statements concluding they present fairly, in all material respects, the financial position of Creek's Edge at Stony Point Town Homes Homeowners Association as of December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. They also read the notes associated with the financial statements and confirmed that they understood the nature of the notes and agreed that the numbers were fairly presented.

We are actively working on our 2024 budget, which we will finalize/approve in our October meeting. Preliminarily, we expect to raise dues to \$300 per month (an increase of \$25 per month; \$300 per annum per household). This increase is necessary primarily due to lower revenues from vacant lots and rising costs of landscaping, trash collection, general/roof repairs and the increased contribution to our reserve accounts per our 2021 reserve study. We have forecasted revenue for 6 new homes in 2024. At this level, we cannot afford all the projects identified by the community. The Board will be prioritizing projects to fit our affordability.

C. Social Committee (Mandy and John McLarin)

August Thirsty Thursday Event

Date: August 10

Time: 5:30-7:30 pm

Where: Outside and pool area

Comments: This event was cancelled due to the weather and there was no option to reschedule or move the event inside. I received feedback from a number of neighbors who asked why the event could not be moved to the club. Our committee discussed this option in our last meeting and would like to propose that future events could be moved inside.

Second Winey Wednesday

Date: September 13

Time: 6:00-8:00 pm

Total attendants: 45 people

Comments: Serge Schreiner, who is head of the Chemistry Department at Randolph Macon College, lead the event in an educational format to learn more about wines and grapes from around the world. This event was sold out 4 days after it was announced. We are pleased to report the money collected paid for all the costs associated with this event

Fall Community Picnic with Grilled Hot Dogs/Hamburgers

Date: October 14

Time: 6:00-8:00 pm

Cost: Free for residents

Total attendants: Unlimited - please RSVP

Tentative Next Thirsty Thursday Event

Date: November 9

Time: 5:30-7:30 pm

Where: Outside and pool area

Cost: Free

Christmas Event

Comments: Committee is discussing different ideas

Date: TBD

Cost: TBD

Residents: Unlimited

Always looking for new ideas and new members!!

D. Covenants Committee (Debra Markel)

The Covenants Committee received 1 modification request in the last 2 months. This was to install a white ceiling fan on a front porch and it was approved. Also, we have been working on updates to both the Architectural Guidelines and the Rules and Regulations since January and we're happy to report that we have completed the initial work. The changes we recommended have been sent to the Board for review and their vote.

E. Landscaping Committee (Sharon Benedict)

LC recommendations for 2024/25 contractors:

- Richmond Irrigation
- Virginia Green with enhancement from 2023 - contract now includes shrub and tree fertilization and care
- Green Dreams Landscaping

To date, the LC's experience with our current landscaping contractor has been frustrating and time-consuming. We are looking to engage in a relationship with a landscaping contractor who is more collaborative, responsive and autonomous. We believe, based on all of our interactions, interviews and review of proposals that Green Dreams Landscaping will best meet the growing and changing needs at Creek's Edge. This company will provide:

*a four person team per week who would spend the entire day providing landscaping services (mowing, cleanup, bi-weekly edging of all surfaces, weeding and general upkeep and maintenance)

*bi-weekly leaf removal beginning in November

*additional turf mowing in the winter as needed

*recommendations for selective removal and replacements as needed for existing bushes and shrubs

*a monthly walk through by the owner to supervise the team's work and make recommendations to the LC for enhancements or treatments

*compatible if not slightly lower snow removal costs than the other two companies

- Stump removal and cleanup has been completed on the Blvd and other areas within the community; a dangerous tree was removed behind 9549 CSC.
- Completion of the median project on the N side of the pool is awaiting a scheduling date from Manchester Gardening.
- Request for new LC members.

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

The fountain sump autofill device was installed and set up a few weeks ago. It appears to be working well and it has not had to be manually filled since I calibrated it.

The pool light will be installed and hooked back up soon. When this is completed, we'll have to monitor it and if the GFI continues to trip we'll get it figured out. Jason is on this now.

I have finally ordered the LED lighting for the clubhouse soffits. The material should arrive before we return from our trip. Hopefully we can get this installed before 10/18/23. After this date I'll be laid up for several weeks. After that date I should be able to "supervise" after a few weeks.

The items that are upcoming are:

Change out and clean the fountain filter system.

Install the LED cove lighting in the clubhouse.

Change the burnt-out bulb in one of the fountain lights and clean up all of them.

Thanks to all of you that had been monitoring the fountain's water level over the past years.

Please, if you are up enjoying the fountain and see leaves on other materials floating around in it feel free to grab the net (over by the clubhouse wall behind the heat pumps) and fish the stuff out.

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

13,677 visitors since 8/1/22 (1,018 last 30 days).

There were 10 news (blog) updates and 5 blast emails sent since August 1st.

There were 9 "contact us" forms submitted by residents since 8/1.

Last email blast on 9/7 about new Pickleball Club: 178 sent/accepted, 140 or 79% actually opened.

Added a section within the "Clubs" page of the Resources section for the newly formed CE Pickleball Club. Positioned below the Book Club section.

Board decided to utilize the website to push more notifications and announcements.

In general, the website is performing as designed. Comments and suggestions for new content is always welcomed.

H. AED Committee (Rick Bream)

AED is working well - code is 1950. Practice unlocking the AED. There are some free options available for First-Aid classes with the Chesterfield public libraries.

I. Managing Agent (Dave Hering)

Annual meeting in November - there will be an email going out for additional nominees for 2 upcoming open positions. Since the last meeting, 7 letters have been sent about violations and all but 1 have been closed out.

VI. OWNER COMMENT PERIOD*

Mandy M. - is Verizon Fios available in entire neighborhood? No, it depends upon your location. Verizon should have a detailed map.

Lee C. - 1. - there is a cord in the back of her property not buried. Please call Verizon and/or Comcast. 2. - issues with several sprinkler heads. See Larry for flags to mark. Richmond Irrigation will be out to fix any issues. 3. - does the power washing include the fireplace roofs that are metal? Yes.

Federico C. - there was an issue with the front gate system. How do you get a pin? See apartment office.

Rick B. - frustration with builders - the amount of time it is taking, the debris and the early hours that noise begins (sometimes 6-7days/week). Larry understands this frustration and has consistently asked questions to Eagle and/or Steve.

VII. UNFINISHED BUSINESS

A. Utilization of perimeter common areas

Keep open for the October Meeting.

B. Roof report - hail damage

Roseann did talk to her insurance company and the inspectors couldn't see any significant hail damage on her roof after several inspections. It would not affect the life of the roof. Close out this unfinished business. Dave H. did notify the other 3 homeowners that were spot checked and recommended to talk with insurance company.

C. Power Wash This proposal for roof cleaning

Close out - already approved.

D. Clubhouse security cameras

Roseann spoke with Mike M. and can potentially complete a non-hardwiring security option for around \$1000 for around clubhouse, pool and fountain areas. Also a possibility for inside the clubhouse. Around 5 cameras. It is a project option for 2024. Will need a few people who will be notified if there is an alert. Remove as unfinished business.

E. Pool area shade options

Close out - will look to potentially prioritize for 2024 projects.

F. Quote for French drain

Close out - will look to potentially prioritize for 2024 projects.

VIII. NEW BUSINESS

A. Crape Myrtle treatment proposal in 2023

Per Sharon B. and VA Green input, this can be pushed out until Spring 2024.

B. Pool contract

Karen Bennett made the motion to approve the 2024 contract for The Pool Guy, LLC to provide pool service (no price increase from 2023); Melissa Eager seconded the motion; the motion passed unanimously.

C. Grounds/snow contract

No pink tape going forward in 2024 prior to cutting/pruning of shrubbery.

Anne Nelson Morck made the motion to approve the 2024 contract for Green Dream Landscaping per the LC recommendation; Roseann Salasin seconded the motion; the motion passed unanimously.

D. VA Green contract

Karen Bennett made the motion to approve the 2024 contract for VA Green; Anne Nelson Morck seconded the motion; the motion passed unanimously.

E. Irrigation contract

Anne Nelson Morck made the motion to approve the 2024 contract for Richmond Irrigation; Karen Bennett seconded the motion; the motion passed unanimously.

F. GFL trash contract

Melissa Eager made the motion to approve the 2024 contract for GFL (trash); Karen Bennett seconded the motion; the motion passed unanimously.

G. Landscaping options in front of villa lots

Close out. Not enough money in the budget for 2023.

H. Clubhouse kitchen makeover

Roseann Salasin made the motion to approve the Classic Granite and Marble contract for the clubhouse kitchen remodel in the amount of \$5687 and the Morris and Hall \$1450 contract for labor and materials to paint kitchen cabinets and not to exceed \$300 for the hardware/paint; Karen Bennett seconded the motion; the motion passed unanimously.

Add clubhouse access to New Business - October meeting.

IX. NEXT MEETING DATE

10/25/23 @ 5 pm. Annual meeting on 11/29/23 @ 5:30 pm as long as we can coordinate space at the mall.

X. EXECUTIVE SESSION - N/A

XI. RETURN TO OPEN SESSION - N/A

XII. ADJOURNMENT

Karen Bennett made a motion to adjourn at 8:03 pm; Anne Nelson Morck 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.*