

**Woodmere-Trentwood Property Owners Association
Minutes of Board Meeting
February 11, 2021**

Directors Present: Bob Dykeman, Casey Stewart, Bernadette Russell, Jamie Bowen, Karen Scheidegger, Ben Perez, Jim Boone, Nancy Pawlowski,

Absent: Sara Napier

The meeting was called to order at 7:01 PM by President Bob Dykeman, VIA ZOOM. Minutes of the January Board Meeting were approved by online prior to the meeting.

Treasurer's Report (Sara Napier)

WOODMERE TRENTWOOD PROPERTY OWNERS ASSOCIATION
FINANCIAL REPORT
January 2021

BANK BALANCES

At the end of January 2020, the POA accounts at First Bank had the following balances:

	<u>Dec. Balance</u>	<u>Transactions</u>	<u>January Balance</u>
Checking Account	\$3,040.40		
Obligations paid		(4,062.51)	
Transfer to MM (allocated to GRF from 2020)		(3,040.40)	
CTA first quarter dues		(18,188.75)	
Assessments		64,497.50	
Sedgemoor		569.55	
			\$42,815.79
Money Market	\$77,123.92		
Interest		4.43	
Transfer from CK (for general reserve)		3,040.40	
Transfer to RRF(allocated to RRF from 2020)		(15,725.00)	
Trans. to RRF (4 new homes Road Main. Fee)		(16,000.00)	
			\$48,443.75
Road Reserve Fund (RRF)	\$98,527.25		
Interest		10.72	
Transfer from MM		15,725.00	
Transfer from MM (new homes Road Main.)		16,000.00	
			\$130,262.97
		POA Bank Total	\$221,522.51

Payments

Vendor invoices paid in the month totaled \$4,062.51 which includes \$3,000.00 to Bobby Branch for Fall Clean Up; \$400.00 to Harrington, Gilleland, Winstead, Feindel Lucas for legal POA correspondence; \$300

to Sabrina Fry for Entrance Landscaping; to \$40.84 James Boone for reimbursement for entrance; and the balance of \$321.67 to electric, water and telephone. Checking account retained earnings of \$3,040.40 transferred to MM for general reserve. \$18,188.75 paid to CTA for the first quarter dues.

50/50

(NO 50/50 in Jan.2021)

Annual Due

Dues payments deposited this month were \$64,497.50. Year to date dues payments of \$64,497.50 have been deposited.

Budget

Income in the budget for the year is \$184,600.00 versus actual income of \$199,428.89. Total expenses year to date are \$177,918.74 leaving net income of \$21,510.15.

Reserves

The **Road Reserve Fund** (held in its own money market account) is for the maintenance and repair of our roads and related items. The Road Reserve had \$98,428.79 as of December 31, 2019, adding in 2020 interest plus 2020 contribution from the budget of \$31,823.46 gives a balance of \$130,252.25 as of December 31, 2020.

ROAD RESERVE TOTAL IS: \$130,252.25.

The **General Reserve Fund** was created from annual budget allocations and past net income and can be used for any project. It is held in our Money Market Account*. The General Reserve was \$54,752.63 as of December 31, 2019 (all in the money market account). To this amount we add in transfers during 2020 from checking of \$110,000.00, then subtract transfers out to checking of \$87,750.00, \$16,000.00 (the new home road maintenance fees) transferred to RRF account and an additional \$15,725.00 to RRF from the budgeted allocation. Then adding back, the amount left in the checking account at the end of 2020 of \$3,040.40 and the interest earned in 2020 of \$121.29 brings the total in the general reserve to \$48,439.32 as of December 31, 2020.

GENERAL RESERVE TOTAL IS: 48,439.32.

***MONEY MARKET ACCOUNT** – This account is used as a cash management account so that it can earn interest, which the checking account does not.

Sara Napier, Treasurer 2021

Secretary's Report *(Bernadette Russell)*

Just want to review for new members the standard for sending documents to be used at the board meetings. Please use my Woodmere email when sending me documents or issues for discussion. Also, any documents you send to be used in the minutes should arrive to me as a word document. If you send it in the body of an email, I have to create a document and then save it to the board docs. I have lost documents sent to my personal email as they often go to spam. It would help me stay organized. The typical sheets were not at the POA dinner in January and residents are asking about that. What is the password for the members only page on our website?

Committee Reports:

Architectural (Jamie Bowen)

Woodmere-Trentwood P.O.A.
Architectural Report
January 2021/February 2021

OLD BUSINESS

- 599 Cashmere – I spoke with the homeowner about their letter and how the dirt has not been delivered. We discussed that they could potentially use mulch instead of dirt over the stone. I would like to propose that we allow this, to be completed by the end of February. After discussion, the board agreed as long as this is maintained.
- 785, 786 & 787 Cashmere, construction continues. We have approved the storm drainage plan provided with exception that they provide trench drains at the entrance to 785 & 786 similar to what has been installed at 787.
- Lot 573 Broadmoor Ct. plans have been approved for the deck/porch extension.

NEW BUSINESS

- Lots 660 Chelsea, 787 Cashmere and a realtor for 786 Cashmere have asked for approval of privacy screens on the rear property lines. I would like to recommend that we provide an option for a privacy fence to be added to the Architectural Guidelines for ONLY those property lines that are adjacent to non-Trace properties.
- Ben made a motion was made for privacy fences with the restriction that the fence should only be at the back of the property, 6 foot tall, adhering to earth tones of brown or beige. Jamie seconded the motion.

Roads and Grounds (Jim Boone)

Had the Fall/Winter leave pick-up completed last month.

Talked with Cushman Tree Services, and he has had to move out jobs due to the rains of past couple weeks. He is looking at doing the area behind the pool at end of month depending on any rain we might get in next couple weeks.

Looking into two locations for speed limit/stop signs, before I can come up with a cost to the board.

Our POA president talked to Sedgemoor POA president about removing the down and dead trees at entrance, and they are willing to pay the 60/40 to have it removed. Will discuss at meeting. Jamie made a motion to move forward with this and Karen seconded the motion. No dissention.

Jim Boone
Road & Grounds

Recreation (Karen S and Ben Perez)

Woodmere-Trentwood P.O.A.

Recreation Report

February 11, 2021

Old Business:

- Waiver for the courts doesn't seem to be necessary.

New Business:

- Discuss new pool signage, does anything need to be refreshed, replaced.
- Tennis Court Maintenance
 - Signage update? Waiver wording?
 - Needs to be cleaned to avoid slick areas. Ben volunteers to do this.
 - What can be completed via volunteers / solicited manpower
 - Timeline – After Pollen Season?
- Pool Duty Calendar – When is it released for pool duty

Social Care and Welcome (Nancy Pawlowski)

Social Committee Report

We successfully had our first Woodmere-Trentwood POA dinner since March 4, 2020! The dinner was held on February 3 in the Hearthstone room with about 25 residents attending. The next dinner is scheduled for March 3rd following the POA Golf event. Grace Stewart has volunteered to take over the Welcome Committee chair position from Leslie Orlovsky/Karen Kennedy. Grace and I plan to meet and get acquainted once John and I return from the snowy north.

Respectfully submitted,
Nancy Pawloski

C.A.R.E. January 2021 Report

February 9, 2021

I am happy to report that there have been no emergency situations or medical needs for January.

I hope everyone, who is eligible, have received their first Covid vaccination. Information for Lee County residents can be found at Leecountyhealth.org. or Call 919-718-4640 for more information.

Respectfully submitted,
Jerri Hey
C.A.R.E. Chairman

Welcoming Committee

I accepted the responsibilities as the Welcoming Committee Chair as of January 25th. I dropped off Welcoming cards at all the January houses and have yet to hear from 1 of them. I greeted my first family, The Sinischo's at 779 Cashmere on the 28th. A phone call welcome was held with the Boone's at 787 Cashmere and with Sharlyn Lobo at 618 Chelsea Dr. An in-person meeting was also held with The Sanchaze's at 722 Chelsea Dr. Only Meeting that has not been done is with the residents at 730, but a second attempt to contact them is happening on Feb 10.

Grace Stewart

CTA Report (Casey Stewart)

WT Vice President's CTA Report

CTA Board of Directors' Meeting Notes

Thursday, Feb 11th, 2021 7pm

1. Group Reports (CTCC, Utilities, Fire Dept)
 - a. Triangle Gold Academy is coming to CTCC, a "Senior (age 55+) Academy" to mirror the current "Junior Academy" ... April time frame.
2. President Remarks
3. Financial Report
 - a. Discussion as to whether we should or are obligated to provide our finances to the open public via our website. One point of view was to show how successful we are which might encourage or sway others to want to move to the Trace communities. The other side of view (which I shared) was to have the ability to connect our secretary to inquire

on our financial success... not to open to public for concerns of legal "opportunities" with those seeking financial gain.

- b. Vote landed with not providing public view of financial success.
- 4. Secretary Remarks
 - a. WT POA rep is on the tardy list for providing conflict of interest form (but it was sent today lol)
- 5. Committee Reports
 - a. Security and Safety
 - i. See policy below for Incidents and Responses related to SPA.

Policy Regarding Incidents and Responses Within Carolina Trace

Incidents are categorized into the following groups:

1. Safety Related- This includes trespassers and other suspicious activity.
 2. Emergency Related- This includes medical emergencies, fires, car accidents, and disaster damage, like downed trees or power lines.
 3. Crime Related- This includes break ins, vandalism, and other criminal activity.
 4. Covenant Violations- This includes the violation of any POA specific covenant, such as burning policies, noise policies, guest policies, and facility use policies
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1. Safety related calls should ideally be directed to the Sheriff's Department, or to 911 should the incident feel serious enough to warrant it. SPA Officers may respond to these calls, if they are able, but as they are not a police force, they would only be able to monitor the situation and report to the proper authorities. Nowhere in their contract does it allow them to detain people for any reason, nor do they have the ability to provide a protection related response.
 2. Any and all emergency related situations need to be immediately reported using 911. All emergency services, the Fire Department included, must be notified via 911 to respond to a call, even for incidents such as downed trees. SPA Officers may respond to these calls should they be able and have the qualifications to assist in some way, but the gatehouse should not be the first call in these situations.
 3. All reports of criminal activity should be called in to the Sheriff's Department by the person who owns the property, be this the homeowner or the POA board, should common property be involved. It is appreciated when notice is given to either the Chair of the Security Committee or SPA Personnel so they are aware of the situation, but SPA Officers will not respond to these calls, they will direct the resident to contact the appropriate entity.
 4. Covenant violations should not be reported to SPA, these should be reported directly to the POA board. SPA Officers will not respond to these calls, they will direct residents to contact their POA board.

In order for SPA Officers to enter a POA, authorization must be given by that POA board. When this document mentions “if they are able”, it means that the gatehouse is suitably staffed to allow an Officer to leave the building, that the Officer is able to drive the SPA vehicle, it is an incident they are allowed to respond to, and that the POA has given their permission for SPA to enter.

- b. Traceway Roads and maintenance
 - i. Litter proposals 1.) install monitor system/cameras 2.) Hire litter pick up 2x/month 3.) assign POAs/ volunteers to have litter pick-up duty
 - 1. #2 won the votes... we will pay \$1,500 for twice a month litter pick up Nov-March
 - ii. Completed: North back gate damage repaired, Crack sealing on South Traceway, and mulching near some Bartlett pears (lol, I was lost here! Ha-ha)
 - iii. Upcoming: crack sealing of North Traceway, Boom replacement at main gate, Foam injection of culvers at Stonegate pond to help stabilize, South back gate in April.
 - iv. ** POAs will need to help supply volunteers when pavement seals hit our area for traffic control.
- c. Trace Lake and Dam
 - i. Nothing additional from the last 3 month on this topic (everyone waiting on access)

President Notes

All board members needs to review the changes to the 2021 vision and goals for the March meeting.

Pool opening date and derby day (May 1st). Pool opening is considered for the 2nd week of April.

Motion to adjourn was made and seconded. Meeting was adjourned at 8:43 pm.
Next meeting is on March 11th, 2021.

Respectfully submitted

Bernadette Russell
Secretary, W-T POA Board of Directors