

**Woodmere-Trentwood Property Owners Association
Minutes of Board of Directors Meeting
March 19th, 2018**

Directors Present: Leslie Orlovsky, Sara Napier, Larry Hrvatin, Paul Perks, Warren Garbe, Karen Kennedy, Louise Spofford, Bill Elliott
Absent: Oscar Roberto

The meeting was called to order at 3:00 PM by President, Leslie Orlovsky, at the Carolina Trace Country Club. Minutes of the February 2018 Board Meeting were approved via email by directors and posted on the website.

Treasurer's Report (Sara Napier)

BANK BALANCES

At the end of February 2018, the POA accounts at First Bank had the following balances:

	<u>Jan Balance</u>	<u>Transactions</u>	<u>Feb Balance</u>
Checking Account	\$21,434.36		
Dues Payments		64,215.00	
50/50 deposited		96.00	
Sedgemoor		266.85	
Obligations paid		(2,564.76)	
Transferred to Road Reserve		(7,505.87)	
			\$75,941.58
Money Market	33,468.23		
Interest		2.57	
			\$33,470.80
Road Reserve Fund (RRF)	5,854.62		
Interest		0.92	
Transfer from Checking		7,505.87	
			<u>\$13,361.41</u>
		POA Bank Total	\$122,773.79

Payments

- Vendor invoices paid in the month totaled \$2,564.76.
- This included \$7,505.87 transferred to the Road Reserve.
- Dues Assessment check of \$855.00 was returned with a \$7.00 return fee. A new check in the amount of \$ 862.00 from the resident for the dues assessment plus the return fee was deposited in March, 2018.

50/50

Income from 50/50 was \$96.00. Year to date the income from 50/50 is \$151.00.

Annual Dues

Dues payments deposited this month were \$ 64,215.00. Year to date dues payments of \$103,170.00 have been deposited.

Budget

Income in the budget for the year is \$170,042.00 versus actual income of \$ 104,144.68. Total expenses year to date are \$22,323.22 leaving net income of \$81,821.46. We owe \$10,000.00 for the last liquid road payment.

Reserves

The Road Reserve Fund (funded and held as a separate account) is for the maintenance and repair of our roads. The General Reserve was created from all past net income and can be used for any project. We can draw on the reserve to pay for projects postponed from 2017 and new projects in 2018.

Discussion:

Dues yet outstanding- thirty property owners have not made payment. Some have requested a payment plan. If payment plan was granted how to determine the completion of payment of balance.

Recommendations were to make this date somewhere between June and August 1. Also, going forward to 2019, recommended that those property owners asking for a payment plan have their request in to the treasurer prior to the start of the year and final payment by June 1. This will be worked on by treasurer.

Secretary's Report (*Oscar Roberto*)

Spring Newswire drafts are due by March 30th..

Committee Reports:

Roads and Grounds (*Paul Perks*)

Bills were received from Bobby Branch for the Fall clean-up and January leaf removal totaling \$3,790 and Phil Stone for the second and final installment for the pool area clean-up and Bradford Pear trimming of \$1,100. These were submitted for payment.

No further work has been done on the lighting at the entrance due to the poor weather conditions. Hopefully when weather conditions improve I can recommence work on this. There was damage done to the light at the sign at the fork at the entrance which I will try to repair but I think it will require a new one.

J. Thomas Engineering is scheduled to be here on March 19 to review the work that is needed at the entrance to the POA which includes significant work on the ditch to the left of the entrance, water run-off issues along the right side of the entrance along Traceway, all which is the responsibility of CTA. It also includes work needed to lower the water catchment and fix sink holes at the entrance allowing swift water run-off there. This portion is the responsibility of Woodmere-Trentwood and Sedgemoor. After the meeting we should be in a position to send out specifications for bids for this remediation effort.

There are some dead trees noted at the common area at Piccadilly and this needs to be attended to in the spring.

The culvert at the roadway at Creek 11 tee box is again clogged with debris and I will approach the Club to request attention to it.

Recreation (Louise Spofford and Larry Hrvatin)

Josh has ordered the grout repair material for the pool and our total cost for this work will be the \$168 cost of material. This is the discounted cost he receives from the vendor. He will schedule the painting work to be completed in time for our opening date. A check request was submitted for the annual pool permit. Fees increased \$5 this year to \$160.

The sign-ups for weekly pool duty have begun.

The following is an example of an announcement that could be sent to the residents mid-April

WOODMERE TRENTWOOD POA
2018 SWIMMING POOL POLICY MODIFICATIONS

The swimming pool will open for the season with our annual Kentucky Derby Party on Saturday, May 5th. Details to follow. In an effort to maintain the proper use of the pool for our residents, the BOD has implemented the following modifications to our pool policy for 2018.

- The Woodmere Trentwood POA will be requiring the use of wrist bands to enter the pool area this year along with a daily sign in sheet that will be located adjacent to the telephone. The purpose of the wrist bands is to limit the use of our pool to residents and authorized guests only. Each permanent resident of the home will be issued a wrist band at the start of the season.
- Each property owner is permitted 5 guests who are to be accompanied by the property owner. Property owners hosting more than 5 guests must obtain permission from the BOD or a Recreation Area Director.
- Renters may have full use of the facilities provided the property owner is in good standing within the community. Renters are considered guests of the property owners, and as such, the number of wrist bands distributed to the full time residents of the home will be counted as part of the guest limit. For example, 2 full time residents in a home allows for 3 additional guests.

Wrist bands and signage would be purchased well within the \$500 budget allocated for this program.

Discussion:

Method of wrist distribution and monitor and types of band was discussed. Conclusion was that residents would be provided a total of seven wrist bands (all the same color) to be used throughout the year by residents and guests. If additional bands needed a phone number of resource would be provided.

A sign-up sheet would be present at the pool area for residents to 'sign-in' and document the guest's name.

New signs will be created and placed at pool area entrance explaining the wrist band and sign-in changes.

Spring Clean-Up: April 14, 2018. Details will be provided as date approaches.

Social Care and Welcome (Karen Kennedy)

The February POA was well attended with 86, and a valentines theme was enjoyed. The Raffle produced a \$96.00 profit for WT POA. We are still seeking volunteers for the June and September POA dinners. An announcement will be made at the March POA dinner to this effect. A suggestion was made that we have Oscar send out a blast to all of WT for volunteers for these two months. After all, the hosts don't have to be club members. It might get some new people involved in POA events.

Jerri Hey and I distributed all the Buyers Guides in Jerri's golf cart. Louise Spofford took Buyers Guides and distributed them in her neighborhood which was much appreciated.

Care Report for February was busy. Marsha Davis's group, Susan Hoover's group and Peggy Connelly's group all responded with meals for neighbors in need.

It has been suggested that we try to get a group picture of call the CARE volunteers. Jerri and I will be working on that

The Welcome Report by Peggy Scott reported that 730 Chelsea and 782 Cashmere were greeted and welcomed into our wonderful POA

Architectural (Warren Garbe)

No new Request for Construction Approval was received in the month of February.

One (1) Request for Construction Approval was active during February.

791 Cashmere Court – Ceiling above patio and trim work completed. Project completed.

Miscellaneous construction items.

Several questions concerning new projects received and discussed with homeowners during February.

Discussion:

Warren requested approval of \$600 for fixing the rut at the side of the road at 782 Cashmere Ct. The funds were approved.

A notice will be placed in each mailbox to request assistance from each homeowner in locating the property pins on their lot.

Warren plans to work around the W-T neighborhood in small sections over a period of 6-8 weeks in March and April marking the pins we are able to easily find. Each found steel pin will be marked with a PVC marker and note the ones found on one of the W-T plats. Warren plans to use the plat information in an attempt to locate the unfound pins. At the end of that effort we can assess how many are still left unfound and what effort we should expend to locate the remainder.

CTA Report (Oscar Roberto, Bill Elliott)

FINANCIAL REPORT: Reports reviewed.

Insurance (Liability policies) premiums:

- \$18,000.00 for 2017 and budgeted for 2018
- \$21,120.00 is bill for 2018. Increase is due to excessive expenditures for the many payouts for natural disasters of 2017
- Statements will be sent to the POAs in one to two weeks

COMMITTEE REPORTS:

Executive Committee: Little River Quarry defense: NC Supreme Court will make decision to hear the case as early as April 6, 2018.

Long Range Planning Committee: No report.

Security and Safety:

School bus stop-parents meeting planned for 3/11/18.

New locks for access gates have been purchased.

CERT- an 'emergency' practice exercise was in February.

Shelter set-up practice sometime in March/April

June 19th will be a hurricane practice exercise.

Gate House phones having problems-Windstream working on them.

Additional signage will be place in the areas around the gate house Traceway

Roads & Maintenance:

Stonegate Pond culvert will be taking place, water will be emptied.

Meeting with Thomas Engineering, regarding drainage issues at the Traceway and Chelsea Dr. intersection will be March 19 at 2pm.

People performing volunteer work for CTA are asked to contact Dave Smoak prior to engaging with the work.

Sedgemoor representative informed attendees the Carolina Pavement.com (Ken Clark) has been involved with road work and painting.

Communication: Buyers Guides are available.

Liaisons:

Carolina Trace Country Club. No formal report. An executive chef hire and starts the end of March. Search continues for a general manager.

Firewise:

Website: www.firewise.org

\$5,600.00 available for distribution to POAs. W-T will receive \$825.00.

Next grant period will be 11/1/2018 to 9/1/2019.

Volunteer work valued at \$24.14/hr.

POAs need to keep volunteer work records and expense receipts for grant period and from present to beginning of grant period.

Utilities:

Water/sewer rates for swimming pools are based on water meter.

5/8" meter pipe is a residential meter

2" meter pipe is for commercial use. Rates are much higher than residential meter usage.

Recommended to take a meter reading before and after filling pool.

Fire hydrant flushing, by the CTFD, will be taking place in near future.

Carolina Trace Fire Department:

Website: www.carolinatracefd.org

Battery powered smoke detectors for available at the CTFD, no charge.

CTFD will help CT residents replace the batteries in current detectors.

CTFD is available to preform home fire safety inspections

'KnoxBox" is available for purchase at the CTFD. This is a lock box (similar to a realtors lock box)

that is hold a house key and to be used in event of a fire or medical emergency to gain entry into your home. There are two keys. One key on the fire chief's key ring and one at the fire station.

Marketing: No activity and no report. Awaiting CTCC general manager.

OLD BUSINESS:

Little River Quarry-no changes. Awaiting NCSC decision on whether to hear the case or not.

NEW BUSINESS:

Request for moneys to be used for LRQ defense. Amount of \$25,000.00 to be

!! used for legal fees.

!! A motion was made and approved to request a two-tier vote by POAs to

!!! vote on this issue.

Reference the outstanding balance and payment for legal fees. \$10,000/mo for the 1st qtr of 2018 and then \$15,000/mo until the balance is zero.

Next CTA board meeting April 3, 2018.

Old Business

POA Property boundaries: Access to Lee county property records is available and helpful.

POA Property Pin Markers: Project will be performed by sections of POA.

POA Drainage System Survey: Completion of documentation of data hopefully completed before summer..

New Business

CTA legal funding request.

The members discussed the importance of this. Residents have been providing informal recommendations to board members. It was agreed to encourage more feedback prior to a board vote.

Leslie and Oscar will develop a "Blast" to our residents to update property owners on the status of the Little River Quarry appeal and the CTA request.

Pet leash requirements.

Use of 'electronic' vs 'direct physical contact leash' has become an issue.

The use of an electronic leash allows the owner to give the pet the ability to run free thus defeating the purpose of a physical leash. This often threatens other residents and their pets.

Leslie and Oscar will work on a Blast to the residents regarding this. This will be revisited on the recommendation to the revision of the by-laws and recommendation/requirements later this year.

Motion to adjourn was made and seconded. Meeting was adjourned at 4:42 pm.

The next regular meeting will be on April 9th, 2018 at 3:00 pm.

Respectfully submitted

Bill Elliott and Oscar Roberto