

CP HOA Board Meeting

October 3, 2011

6:30 PM

Present: Alan Roberds, ASI; Stephanie Cleary, President; Matthew Crowley, Member-At-Large; Joel Horton, Secretary; Lester Lee, Vice-President.

- I. Call to Order – 6:35 PM
- II. Financial Report
  1. August Financials
    - i. Operating cash: \$33,946.48
    - ii. Capital Reserves: \$ 0 – we are budgeting for capital reserves for 2012.
    - iii. Variances
      1. Electric bill – street lights for amenity is included in that bill. We have been paying for the street lights throughout the entire community when Chatham County should have taken over this responsibility but it is only when requested. No one ever knew this. Alan has since requested that Chatham County take over responsibility of the street lights and our electricity bill should be reduced considerably.
      2. Water and sewer – over budget because of the leak in pool having to be refilled constantly.
      3. Telephone was not budgeted for. This will be included in the budget for 2012.
      4. Pool contract is under budget due to change in contractor.
      5. Pool chemicals are under budget.
      6. Repairs and maintenance are over budget. There have been a few repairs to amenity center that were unbudgeted.
      7. Landscape contract is well over budget. Pine straw is also over budget. Pinestraw is now included in the new landscape contract with Tidewater.
      8. Admin is over budget. More notices and letters are being mailed for violations and unpaid dues.
      9. Legal chargeback is well over budget. This is for collections and is charged to the owner account.
      10. Master Association fees are under budget.
      11. Prop management is under budget for year. Most likely because contract did not start until March.
  2. Accounts Receivables

- i. Delinquency – As of August 31st, 74 accounts delinquent for a total of \$33,334.28. 12 of the 74 accounts have been referred to attorney. 4 have liens filed, 9 have liens and are pending a filed lawsuit, 1 is in foreclosure, 1 has filed bankruptcy, and 7 have agreed to payment plans. The remaining 40 owe less than one quarter, late fees, or fines.

### III. Management Report

1. Insurance – Wind insurance for amenity renewed. D&O insurance will be renewed in February.
2. Several areas at amenity need repairs: fans, gate, playground gate, etc. VAB thinks the breezeway fans need to be removed, CP wants to keep the fans but install a timer on the switch and have the rods painted and the fan blades replaced. CP feels the fans are used especially during parties in the hot summer months.
3. Tidewater Landscaping have started Sept 1. Pine straw and flowers will be done later this month. They have removed a few dead trees and a large myrtle blocking visibility for driving on a corner of Chapel Lk S. Discussion about the improved aesthetic of the common areas already since Tidewater took over.
4. ELP completed irrigation repairs at the end of September. Unfortunately they did not finish the work until after they were fired in July and we received the bill in September. They did not confirm with us before doing this work that it was something we still wanted them to do. We need to know what of this invoice belongs to VAB and what belongs just to CP. Some of this repair was done in the spring and some completed in September and we are just now receiving the bill. Alan is going to find out what exactly was for the amenity and what was for CP common area. Stephanie is going to check her inbox to see what was actually approved and when. Alan is also going to check with Tidewater about their impression of the work.

### IV. Unfinished Bus

1. Playground Swing Set extension – add two tot swings
  - i. Approved to be completed in the Spring of 2012, pending budget allowance.
2. Landscape Proposal for area between lagoons
  - i. Proposal: \$2785; Discussion of cutting proposal down to 3 magnolias & smaller wax myrtles in order to bring the price down; Cut pine straw down to just rings around each plant with gators to be filled with water. We do not think the entire area needs to be pine strawed, as a way to cut costs.
3. Trash collection – discussion of the HOA taking over trash collection payments in order to just have one trash company to avoid having five separate companies picking up on four separate days. Curbie was not willing to come down on cost. Alan is going to talk to a few other companies, namely Waste Management, to see if this would give any savings to the homeowners on their trash service. Tabled for future discussion.

4. Discussion of possibly installing an alarm push bar on the back door of the fitness center. We are finding people are leaving this back door unlocked frequently which poses a liability for the Association.
5. Erin from Perfect Pools reported to Alan that there is an air leak getting into the pool plumbing system. They are trying to find where it is so it can be repaired.
6. Discussion of pool resurfacing/repair needed in 2012. The pool has a leak and needs to be redone. This will cost CP/VAB roughly \$20,000 or so split between both communities in order to properly repair the pool and for residents to be able to use it next summer.
7. Alan is working on a towing contract for vehicles left at the pool area without permission. Sign will be placed by towing company. Vehicles left there will be towed at the owner's expense.
8. 2012 Budget
  - i. Discussion of possibly installing security cameras at amenity. VAB budgeted for cameras. CP does not want security cameras. We feel they are unnecessary as the problems and vandalism has drastically decreased since installing the card reader. CP feels the money spent would not be worth the cost as they would be broken and would not necessarily identify the criminal when an incident took place.
  - ii. Removed from budget any money allotted towards new pool furniture as CP paid for all the new pool furniture that was purchased in 2010 and VAB did not contribute to this cost. Any new umbrellas or furniture added will be purchased by VAB in the coming year by Alumatech, the manufacturer of the previous pool furniture purchased.
  - iii. Pool chemicals budgeted for has drastically gone down with our new pool contract.
  - iv. Pool repairs – huge repair to the leak and resurfacing needed in 2012 that will cost around \$20k split with VAB.
9. Delinquencies – status of homeowners who are in attorney action.
  - i. Alan explained the process of how we collect at the point that 7 homeowners are at. Nov/Dec most likely for hearing dates for those homeowners.
10. Annual All Association Meeting
  - i. Thursday November 10<sup>th</sup>, 7:00 PM

Meeting adjourned at 9:40 PM.