

SNEE FARM COMMUNITY FOUNDATION
Board of Directors Monthly Meeting
November 19, 2019

MEETING MINUTES

President Hurst called the meeting to order at 6:01 pm.

Board members present: Kathi Pogorzelski, Jodi Daniels, Steve Hurst, Adrian Cain, Jonathan Wilbourne

Absent: Mario Rasgo, Jenny Hilton, Jeremy Burnham, TJ DeDuca

Minutes approved: October Monthly Meeting Minutes approved electronically.

Invited guests: Sue Shunk, Property Manager, Community Association Management Services

Property Management Report: Sue Shunk, CAMS

Compliance for October 1 through 31:

- 128 violation letters sent: 54% were for trash containers
- 23 closed
- 4 fines sent
- 38 were resolved
- 51 were courtesy reminders
- 12 were warning letters

Question from Steve Hurst: Of the 51 courtesy reminders, how many of those were for the same compliance item (i.e. trash bin out too early) for which a resident had previously been fined?

Sue Shunk: Some probably were. The history of residents' fines drops out of the new system after 30-45 days, depending on the community. We don't see that a resident has previously violated a specific compliance item.

Michael Hagedorn: The automated system used with SCS kept a history going back nine years of all violations and applied fines for repeat violations of the same compliance issue. This history can be easily resurrected.

Steve Hurst: The Board will work on the timing of when a fine is applied to a repeat violation of the same compliance issue vs. when it becomes a new violation.

Question from Steve Hurst: The number of violations in September increased significantly to the numbers in October and November. Why is that?

Sue Shunk: It helped that the violations inspector is more familiar with the community.

TJ and Sue met to discuss the list of compliance items that will be sent out to the community. CAMS will follow-up on those items.

Community violation monitoring:

- 1) The inspector or Sue will drive through the full community one day a week.
- 2) Mondays – the inspector or Sue will drive through looking only for debris and trash cans at the curb prior to 2:00 pm

Sue worked with Adrian Cain, Treasurer, on the finances and the 2020 budget report.

President's Comments: Steve Hurst

- 1) October 16th meeting:
 - Adrian Cain, Michael Hagedorn and I met with Lance Govang of CAMS, our new property manager, to discuss ongoing shortcomings relating to restrictions and accounting. Although Adrian and TJ DeDuca have had individual meetings with Lance's office, it's been a long time and I have not yet heard back from Lance, the Regional Manager.
- 2) The Gobi lawsuit is scheduled for trial December 16th.
- 3) October 20th Executive Session:
 - The Board met to discuss clarification of chronic ACC and Restrictions violations. It was a very productive meeting with input from Board and Committee Members. These minutes are posted on our website with the October Monthly Meeting minutes.
 - As a result, TJ drafted 12 points to better define policy and to define questions that come up. Jeremy Burnham is continuing to work on a similar document for Architectural Control.
- 4) Dorothy Clinton has initiated the new homeowner contact program.
 - Dorothy Clinton:
 - o The phone calls have been very well-received. We discuss projects in the neighborhood and there is always discussion of the ADAR.
 - o I ask if they have been to the website. There is some confusion about whether they go to sfcf.com or sfcc.com, folks not knowing they were two separate entities.

- Information regarding the neighborhood was put together and hand-delivered to new homeowners for whom we had no email address or phone number.
- Since the beginning of October, 15 new homeowners have been contacted, leaving 6 whom have not yet been contacted.

Security: Jonathan Wilbourne

- 1) A review of the Mount Pleasant Police Department's crime reports identified one burglary in Snee Farm since the last monthly meeting.
- 2) *Please note* that there are a lot of Unsecured Breaking and Entering of Autos in the month's reports from around all of Mt. Pleasant, so please keep your cars locked.
- 3) There was a recent spike of activity in Ventura Villas within the last week that included Burglary, Breaking and Entering of Auto and Vandalism, so please continue to be diligent.
- 4) A reminder that you must have a driver's license, proof of insurance and the \$5 registration sticker to drive a golf cart on the roads in Mt. Pleasant.
- 5) Steve Hurst: Following discussion of safety issues at our Executive Session, I spoke with Sgt. Rosier, our liaison, and he said that TOMP does not enforce *no parking in cul-de-sacs*. They get involved only when emergency vehicles are not able to get to a house. He said that this in no way limits our ability to enforce our restrictions.

Finance: Adrian Cain

- 1) The Finance Report started with a review of the Balance Sheet. The Board maintains three accounts with a cumulative balance of \$460,573.92. Those funds are being held in anticipation that they will be entirely utilized to fund the landscape and entrance sign capital project. CAMS holds two accounts – totaling \$559,651.37.
 - a. The Snee Farm Community Foundation continues to operate with a strong balance sheet of \$1,020,466.09 and we are in line with budget expectations.
- 2) Adrian also provided an update on our continuing need to work through some issue of fines showing up from 2016/17 for homeowners. As a result, one fine was waived in November. There may be more waived as we work to increase our communication regarding fines.

- a. It is worth noting that the Newsletter was referenced several times by homeowners when they reached out with questions and this generally created positive feedback.
- 3) The 2020 budget was submitted for review, discussion and approval. See additional comments below:
- a. Common Area Repairs – Increased from \$2,500 to \$5,000 with anticipated repairs to the gazebo
 - b. Fences – Increased from \$3,000 to \$5,000 with the anticipation of addressing gate repairs to Whipple Road fence.
 - c. Trees – Increased the Tree Budget from \$40,000 to \$45,000 with the anticipation of increased attention to our oaks, especially along the parkway and border of Beaumont.
 - i. We also discussed making this an ongoing bid-by-job process to ensure funds are prudently used throughout the year.
 - d. Legal – Increased this from \$7,500 to \$10,000 with the anticipation of the ADAR revision process
- 4) Other Budget items worth noting:
- a. Taxes – The Foundation has \$5,000 as a placeholder here, but this is anticipated to be much less next year. I am waiting on an estimation from our CPA, but I recommend that we leave this alone at this time. We can always vote to move these funds later in the year.
 - b. Beautification – aka Christmas Decorations – A good bit of conversation was had about the need for a new plan for the neighborhood. This budget allocation allows us to make an investment for next year.
 - i. Renting may be another option and Kathi and the Landscape Committee is going to check into this option.

The Budget is balanced and has a few areas to allow the Foundation flexibility should something emerge as a priority.

Maintenance: Jonathan Wilbourne

- 1) Budget – input has been provided for next year
- 2) Maintenance to work on – message board at Whipple Road entrance
 - a. There are a couple volunteers who have offered to help repair the message board

- 3) Landscape and Sign Project covers most of needed repairs
 - a. Includes irrigation system
 - b. Includes new signs
- 4) Street signs have turned over to the TOMP
- 5) Light posts at Whipple Road entrance are off due to the construction and landscaping project
 - a. TOMP had to pay SCE&G to remove a light post in the way of the Stormwater construction. At this time, it is uncertain if TOMP has agreed to reinstall the light post. TOMP representative will let Steve know this answer.

Landscape: Kathi Pogorzelski

- 1) The Decorating Committee is getting ready to decorate for the holidays. It has been decided to concentrate on the front and gazebo since other entrances will be under varying degrees of demolition/renovation as described in Steve's report.
 - a. Just a note - power may be interrupted along the front entrance during installation of plant material, interrupting power to the lighted garland we plan to use.
 - b. Power is interrupted at the Whipple Road entrance, so we are not able to install lights at that entrance.

***** Anyone interested in helping put up the decorations, please meet at the main entrance at 11:00 am on Sunday, December 8th! *****

- 2) Next year we look forward to having new decorations throughout the neighborhood!

Restrictions: TJ DeDuca via email

- 1) Clarified descriptions of restrictions
 - a. TJ intends to publish these on our website
 - b. Once approved CAMS will enforce
 - c. Also plan to send the list out to the community via email

Steve Hurst: Prior to publishing on our website, the Board will meet to discuss.

ACC: Committee Members

There are some big construction projects taking place in the neighborhood for which a permit has not been approved.

Adrian Cain – fines have been issued to these residents.

Communications: Jonathan Wilbourne

We have been receiving good feedback from the neighborhood regarding the message board postings. Mario Rasgo is the composer of these messages.

UNFINISHED BUSINESS

Landscape & Signage Project Costs:

- 1) The Board executed the final landscape construction contract with Artigues Landscape in the amount of \$493,827.
- 2) The front sign has been completed at a cost of \$18,850.
- 3) The final quote on the Whipple Road sign is \$29,400.
- 4) The final quote for the brick work on the two Long Point Road sign columns is \$14,700.
 - a. We have quotes for the hanging signs for these entrances ranging from \$3,000 to \$4,500. This part of the signs requires a separate vendor. This contract has not yet been awarded.

Remaining Sign Construction Schedule to begin mid-January

Estimated to take 3 to 4 weeks to complete.

Preliminary Landscape Construction Schedule:

- This schedule is for the NORTH side of the community, which includes:
the main entrance, Plantation Circle, Garden Way, Parkway
- Work on Indigo Cut and Liberty Circle areas begin after January 10th.

Soil samples and utility locate	Nov. 11
Demo. of vegetation, site fence, boring for electric and irrigation	Nov. 18 - Dec. 13
Install walking path	Dec. 2 - one week to complete
Irrigation	Dec. 2 – Dec. 27
Plant install	Dec. 16 – Jan. 10
Lighting	Dec. 23 – Jan. 10
Mulch	Dec. 23 – Jan. 10

Question: Is a larger hanging sign by 17N at the main entrance part of the project?

Steve Hurst: Yes. That sign, new message boards and new covenant signs have all been placed on the ‘long’ list, because of the budget.

Question: Any update on when the new street signs will be installed in the neighborhood?

Steve Hurst: November start date was the last notice. Steve will follow up on this.

Meeting adjourned at 6:34 pm.

EXECUTIVE SESSION - November 19, 2019

Immediately following the monthly meeting, the Board met to discuss the 2020 Budget.

