

SNEE FARM COMMUNITY FOUNDATION ANNUAL MEETING

September 29, 2020 – Virtual Meeting – 7:00 pm

MEETING MINUTES

Interim President Hilton called the meeting to order at 7:00 pm.

Board members present: Jenny Hilton, TJ DelDuca, Mario Rasgo, Adrian Cain, Jeremy Burnham, Jonathan Wilbourne, Jodi Daniels

Absent: Kathi Pogorzelski

Minutes approved: August Monthly Meeting Minutes approved electronically.

Invited guests: Shannon Powell, Property Manager, CAMS
 Morgan Bryant, Attorney - McCabe, Trotter, Beverly

Interim President Hilton's comments: Jenny Hilton

Welcome to the 2020 Annual Meeting. Thank you for taking the time out of your schedule to attend. It's unfortunate we are unable to meet in person due to COVID restrictions. The Annual Meeting always has a large turnout and it's so nice to see so many homeowners coming together to support our community. I'm hopeful we will get back to a time where we can meet in person or at least have some type of hybrid meeting schedule where some are virtual and some are in-person.

I'd like to take this time to announce that effective October 1st, Ravenel Associates will take over the management of the Snee Farm Community Foundation. A big thank you to CAMS for their hard work and support over the past two years. We appreciate your assistance in working with us through the Annual Meeting and election of new board members during this crazy time. It is certainly not a traditional meeting nor election. Ravenel Associates will be attending the October meeting to give an overview of their company and to provide a virtual meet-and-greet with our community, allowing homeowners to ask any questions you may have. A detailed email will be sent to all homeowners providing contact information for Ravenel Associates and directions for accessing their online portal prior to the October meeting.

We have several guests in attendance this evening: Mt. Pleasant Police / Mt. Pleasant Public Services / Mt. Pleasant Planning Department / Morgan Bryant, Attorney - McCabe, Trotter, Beverly / and Shannon Powell, Property Manager, CAMS.

At this time, I would like to ask Morgan Bryant to confirm we have a quorum in order to proceed with the Annual Meeting.

Confirmation of a quorum: Morgan Bryant, Attorney

Good evening, everyone! You have reached a quorum. There were 178 ballots mailed in, so you had reached a quorum before any drop-in ballots were received. I have overseen the count and the tally of votes, so we have the official results. The individuals elected are:

Katie Brennan, Jeff Kline, TJ DelDuca and Jodi Daniels.

Interim President's comments continued:

Morgan, thanks for all your help this evening.

I'd like to give our guests the opportunity to discuss any updates and future projects or plans in the coming months and for the 2021 year.

GUEST SPEAKERS:

Officer Mathewes, Mt. Pleasant Police Department

I am assigned to the Traffic Unit and working a grant called the Aggressive Driving Grant. Snee Farm has been assigned to me for last month and this upcoming month, specifically for golf cart enforcement, so I'll be in your neighborhood looking for golf cart violations. I was riding through SF on Friday night and we arrested a DUI driver who was on a golf cart on Farm Quarter Road and issued a golf cart citation. The Traffic Team is in full swing and working golf cart enforcement in the neighborhood.

Sergeant A. Croy, Mt. Pleasant Police Department

I am responsible for District 6, more specifically the Snee Farm area. I take care of any crime trends, how we can combat them, making people aware of any trends and how we can avoid them from happening again. The most important thing we have seen lately is auto break-ins and vehicles being stolen. Most of these have been unsecured vehicles or vehicles with the keys left inside. This is making it way too easy for this to occur. We try to remind people to lock their vehicles and have put up **Lock It or Lose It** signs at the entrance to Snee Farm.

Jen Jordan, Mt. Pleasant Public Services

I am the Communications and Marketing Coordinator for the Town of Mt. Pleasant Public Services Department. The most recent project related to Snee Farm has been the fully-automated truck transition and collection using the new trash roll carts. The purpose of having fully-automated trucks is to reduce the crews required on the trucks from three to one, making our services more efficient. Drivers have been encouraged to NOT get out of their trucks for efficiency reasons, so some **important information** homeowners need to be aware of with this new system includes:

- Position the carts with the handles facing your house, with the metal bar facing the road,

- Place all the garbage *inside* the bins
- Placing the correct things inside the carts vs. on the road:
*** For guidance please visit our website at tompsc.com ***
 - to view infographics
 - homeowners should have received two flyers with your new roll carts
- Cardboard *outside* of the container will *not* be collected – for the safety of the crews.
If choosing to dispose of boxes rather than recycling, please breakdown the boxes and place *inside* the container. This will help to prevent things from getting stuck in the container.
- If you have enough garbage that the cart overflows on a regular basis, we advise you to purchase a second garbage container from the Town for \$70. Please call the TOMP.
Overflowing garbage will not be collected – for the safety of the crews.
- Yard and Miscellaneous Debris – we ask that you keep these piles separate from the roll carts. Yard debris is mulched by the County – use paper bags, no plastic.
- Keep garbage roll carts 6 feet away from any object (mailboxes, electric boxes, cars, etc.) because the claws on the new trucks reach out to the sides to grab the containers.

If a homeowner's garbage is missed, calling the TOMP is the quickest and best way to get results.

Homeowners can also reach out to us via social media [@mountpleasantps](#) on most sites – Twitter, Facebook and Instagram. This is a good way to stay up-to-date on information.

Liz Boyles, Mt. Pleasant Planning Department

I am in the Planning Department and we deal with all sorts of short-range and long-range projects going on around the town. We are just wrapping up our 3-year long-range project, the Comprehensive Plan, which looked at where we want to go with things and made recommendations. As far as plans relevant to the Snee Farm area - part of the Comprehensive Plan is looking at traffic down toward the Hwy. 17 and I-526 intersection, as well as around Lucy Beckham High School, with the idea of generally improving some roadway connectivity to make traffic flow better.

In terms of specific projects relevant to Snee Farm, there are a couple commercial projects you have probably noticed going on – the new Chase Bank at the Towne Centre, which replaced the Burger King, and the Opie's Grocery Store on Hwy. 17N. This is a drive-thru grocery store where you place your order ahead of time, then drive through to pick it up, which is great for this social distancing world we're living in right now. This was planned and started before awareness of the COVID pandemic. The only other project near Snee Farm is a small office building on Long Grove in Seaside Farms.

Transportation projects near Snee Farm include work at the intersection of Hwy. 17 / Mathis Ferry / Venning Rd. Much of this work is to make improvements to the way drivers can make a left turn onto Hwy. 17. This is just in the design phase now. Work is being done at the intersection of Mathis Ferry and Von Kolnitz Rd. with a left turn and sidewalks. There is work out on Long Point Rd. toward the port side to improve the turns and traffic flow, especially with the big trucks.

The other big things coming in the next year or so have to do with the new roadway connection of Hwy. 17 down to Rifle Range, which will go through the new park that will be built in future years. This connecting segment will be built the summer of 2021. Then fall of 2021 and early 2022, the final phase of Billy Swails Blvd. will be constructed. This will run parallel to Hungryneck and Hwy. 17.

One of the things recommended in the Comprehensive Plan is an idea for a new ***multi-purpose path*** that would connect the north end of town to the south end of town, all the way down to Waterfront Park, on a separated multi-use path that would be safe to use for enjoying this beautiful town and the weather. The idea is for a way to provide transportation alternatives, good health, and recreation. *** Over the next couple months, October to December, please watch and listen for some public-input opportunities on the “**Mount Pleasant Way**” on the TOMP website and through social media. We would love as much input on that as we can get!

REPORTS:

Property Manager Report: Shannon Powell, CAMS

- 1) Violations: 267 for the month of August – CAMS has closed all active compliance issues due to the transition from CAMS to Ravenel Associates
 - Closed = 231
 - Resolved = 6
 - Fines notice daily = 1
 - Continuance = 1
 - Voided = 12
 - Warning notices = 16
- 1) Financial Summary and Variance Report ending August 31, 2020
 - a. Operating Balance Sheet – Operating Cash
Institution: CIT / Balance: \$496,814.47
 - Revenue from Assessments: \$29,692.94;
\$812.27 more than budgeted for August 2020
 - Revenue from fees: \$1300.00;
no budget is created for fee revenue therefore additional income
 - Revenue from interest: \$58.98;
no budget is created for fee revenue therefore additional income
 - TOTAL Revenue for August 2020: \$31,051.92;
YTD Actual is \$257,257.61. This is \$21,212.25 more than budgeted YTD.

Security: Jonathan Wilbourne

Nothing to report. Please refer to tonight’s speakers from the MPPD.

Finance: Adrian Cain

Thank you all for being here this evening. I have a short report and please email or call with any questions. The Snee Farm Community Foundation financial are overall very strong, and we continued to see budget performance in line with expectations.

The Balance Sheet and Revenue and Expense Reports will be posted on our portal within 72 hours. I would encourage anyone with specific questions to reach out.

- 1) **Balance Sheet** – as of August 31, 2020
 - a. We have \$587,260.40 in total assets
 - b. No significant variances exist from the previous month
 - c. \$5,000 was transferred to Ravenel Associates to set up new accounts with them in preparation with the move in October.
- 2) **Statement of Revenue and Income** – We continue to see strong income performance to goal, and we are right in line with our budget expectations this month. Please keep in mind that we are accrual-based accounting
- 3) **2021 Budget Prep** – We have already begun thinking about important items and capital projects for 2021. Over the next three months, we will build out this and share with the community.

Maintenance: Jonathan Wilbourne

- 1) Gazebo - We are in the process of signing a contract to get the gazebo cleaned, painted and have some minor repair work done. In the very near future, the deck will likely need to be replaced and other more extensive repairs will be needed.
- 2) Whipple Road Fence – We've chosen a company to repair the fence gates on Whipple Road and are in the process of getting them a deposit to start work.
- 3) Concrete Benches – We have chosen a company to pressure wash the approximately 15 concrete benches in Snee Farm and expect that work to be done in the coming weeks.
- 4) Message Boards – We've asked for bids to clean, paint and do some minor repair to the message boards. The Board will be considering upgraded replacements for the message boards that will coordinate with the new entrance signs.
- 5) Lights – The Maintenance Committee has repaired lights or replaced light bulbs in lamp posts and/or fixtures that are owned by the HOA in several locations in Snee Farm, including the main entrance. Currently, there are lights out at the Snee Farm Gardens entrance on Long Point Road. We are getting costs for repair/replacement of the buried power line to address this issue.

A special thanks to Ed Hutson on the Maintenance Committee. He handles the electrical issues and has been very willing to pass on the information.

Restrictions: TJ DelDuca

We continue to see trash being the #1 offender for violations. As we transition to Ravenel Associates, we will look to make some changes on the restrictions front on tours of the neighborhood and letters sent out.

Snee Farm Village Update – from Danner Benfield, real estate agent on site

- Brightwater Homes and Beach Residential have been pleased with the progress at Snee Farm Village. Of the 30 homes we have, 15 have sold or are under contract and 15 opportunities are remaining.
- Our price point ranges from \$700's to \$1M+. Snee Farm Village offers two- and three-story homes with an option to add an elevator. Buyers have the opportunity to personalize their new home with Brightwater Homes' Interior Designer.
 - Average price on sold/pending homes is \$827,445.
- We have had incredibly positive feedback from our new homeowners who have enjoyed becoming part of the club and community.
- We are proud of the impact we have had in one of the premiere Mount Pleasant neighborhoods.
- The passion and care Snee Farm homeowners have for their homes shows as we tour buyers around the neighborhood. We consistently have buyers looking at Snee Farm and other Mount Pleasant neighborhoods and they tend to land here because of the amenities, ability to walk and golf cart around.
- If you or any friends or family have any interest in learning more about Snee Farm Village or general Real Estate questions, please reach out to Danner Benfield.
 - Our designer market home is open on weekends and always by appointment, but we look forward to returning to full-time service in the future.

ACC: Jeremy Burnham

It has been a fairly busy year for Snee Farm with construction. We're averaging about 22 requests a month, with the biggest month being July. The ACC has approved approximately 200 requests this year so far. I appreciate the help of ACC Committee members Dottie Teetor, Dorothy Clinton and Jodi Daniels.

Two items to discuss:

1) Parking at construction sites

When you get a permit for a project, parking can be an issue. It is the homeowner's responsibility to advise the contractors where they can and cannot park.

- Park in the driveway
- Park on one side of the street - parking on both sides of the street makes it difficult for cars to pass through
- Be aware of neighbors' needs, trash/recycling collection, mail delivery

2) Fence projects

Before submitting a request, please be certain of your property lines. The ACC does not have plats of your properties, so we do not know where the property stakes are located. You are responsible for knowing where the property lines lie. Whether it's an inch or a foot, if your fence is on your neighbor's property, they can have you remove it.

- 3) To submit a request for a project, you can go to the SF website at sneefarmcf.com, click on the tab under ACC and fill out the simple 6-bubble fill in the blank form with a comment section. When you hit SUBMIT, this goes out to all members of the Committee. We usually can respond to a request within a couple days, depending on the scope of the project.

** Be sure to reach out to the ACC to get the needed yellow permit before starting a project or removing a tree.*

- 4) Request to paint

Before submitting a request to a paint your house, please look at your neighbors' houses next to yours and across the street. The ACC tries not to duplicate surrounding house colors.

Communications: Mario Rasgo

The Communications Committee provides information regarding activities that affect our neighborhood or are of interest to the residents via the entrance sign boards, email blasts or foundation website. We have opted not to use any social media platforms at this time, primarily since our email blast system provides a more effective reach. Out of almost 900 properties, we currently have 904 recipients and 727 are from unique addresses (82%). If we did not have such a large database of email addresses and a captive audience, utilizing social media would make more sense. Our system of email blasts provides a significant reach and communication remains between us and the homeowner.

Sign Boards

We have sign boards or message boards at each of our four entrances. The main and Whipple Road boards are visible as you enter the neighborhood. The Long Point boards are visible as you exit. These messages tend to be short and informational and reflect our neighborhood in a positive manner.

Email Blasts

Email blasts are sent out to communicate relevant information to the neighborhood. This year we sent out blasts such as:

Holiday / Storm Collection Schedules: These are extremely important to communicate as Garbage/Trash/Recycling items along our curbs have a huge impact on the impression of our neighborhood. It is not aesthetically pleasing to have material out longer than necessary and poses safety issues as vehicles, bikers and pedestrians have to navigate around any large amounts of debris. Please note that the Town is responsible for the Garbage/Trash and the County is responsible for Recycling.

General Information: ADAR information and process, Board meeting reminders

Courtesy Notices: Community Yard Sale, 4th of July Parade, Annual Turkey Trot

Safety Notices: Crime prevention, golf cart laws and speed limit reminders

Maintenance / Project Notices: Street sign replacement program

Newsletter: This was geared at providing information in a more fun and light tone than the email blasts. Unfortunately, our Spring Newsletter was never sent out as many events that were featured were cancelled due to COVID-19. Hopefully, the newsletters will be published again in the near future.

In every email blast just under the header, we have added main menu links to our website. This will show you how to conveniently access items such as the meeting minutes, the ACC request form and the neighborhood guidelines (ADAR).

An archive link of email blasts can be found on the home page of the Snee Farm CF website at www.SneeFarmCF.com

If you would like to subscribe to the email blasts, you can self-subscribe using the link located on the home page of SneeFarmCF.com. We will enter your email into the system automatically if it is provided at closing.

If you would like to send an email to the entire Board, the email address is board@sneefarmcf.com

Website

The website was designed to be a resource for residents providing information regarding:

- Our neighborhood standards/processes set forth in the Amended Declaration and Restrictions document (ADAR)
- The Board of Directors and Foundation meetings
- The efforts of the various committees
- Annual Assessments
- Information geared at getting to know our neighborhood better

We have pages specific to some historical projects:

- Stormwater Improvement Project
- Master Landscaping Plan
- Entry Sign Designs

Jenny Hilton: We just wanted to take this opportunity to thank Mario Rasgo for his service to the Board. Mario has been a *tremendous* help in providing the communication to the neighborhood with the email blasts, creating and posting the messages on the sign boards, as well as the many other volunteer hours he has spent serving the community. We truly appreciate all your time and effort! Thank you!

Interim President's Comments: Jenny Hilton

The Board has fulfilled all requirements of the By-laws and the 1999 Amended Declaration & Restrictions necessary to hold and conduct this Annual Meeting and election.

Nominating Committee

The By-laws require that we announce the Board's appointment of the 2020-2021 Nominating Committee at this annual meeting. The 2020-2021 Nominating Committee members are:

Jeremy Burnham, Chair
Adrain Cain
Heidi Hildreth
Dorothy Clinton
Mario Rasgo

This year we have four Board of Director positions to be filled. We received seven applications. All were interviewed and five were recommended by the Nominating Committee to be placed on the ballot. There can be only one ballot per property owned. You must be an owner of record and in good-standing. This year's ballots were received via mail to CAMS and must have been received by Monday, September 28th at 5:00 pm. In addition, ballots were collected in person tonight at the clubhouse from 3:00 pm to 6:00 pm. A total of approximately 215-220 ballots were received.

The following individuals have been elected to fill the four BOD positions:

Katie Brennan
Jeff Kline
TJ DelDuca
Jodi Daniels

NEW BUSINESS – Foundation Member Comments

What was the estimated percentage of homeowners that voted in the election?

Jenny Hilton: Approximately 215-200 ballots were cast in the election of the 891 homes in Snee Farm.

Is there or is there supposed to be a spotlight on the front entrance sign?

Jenny Hilton: The power line at the front entrance was cut. We have reached out to Dominion Energy and they are working on getting that repaired.

Could you give us a timeline for cleaning and/or replacing the message boards?

Jenny Hilton: Part of the capital projects for 2021 is to replace the message boards with more attractive, durable boards that coordinate with the new entrance signs.

Are the landscape plantings complete? Are the Landscape Committee members satisfied with the results? Will the plant material that has not made it be replaced?

Jenny Hilton: The plant material that has not made it will be replaced by the landscape company. As a Board member, I am very pleased with the results and feel many homeowners have enjoyed the results, too. If you have specific questions, please feel free to reach out to the Board directly and we can address those concerns.

Can you please comment on the possibility of changing the street sign posts?

Jenny Hilton: Another capital project for 2021 is to look into what our options are for a more decorative post for the street and traffic signs. The Board welcomes homeowner input and committee development specifically for this project. If anyone is interested in getting involved in this, please let us know.

Can you give an update on what is being done to landscape around the utility boxes on Parkway?

Jenny Hilton: We have been discussing this with Reece Artigues, the landscaper responsible for the maintenance, and he is currently in the process of getting an estimate for landscaping to hide the boxes.

What is the timeline for the new message boards?

Jenny Hilton: We don't have a timeline at this point. This is something the new Board will need to discuss in an Executive Session probably in the next week. At that time, we will discuss capital projects for 2021, prepare the new budget, make Committee assignments for the new Board and then present the homeowners with the plan for the upcoming year.

Who is responsible for cleaning the street gutters – homeowners, the Town or the County?

Jen Jordan (TOMP Public Services): Homeowners are responsible for keeping the curb/gutters clean of debris. The Town's Infrastructure Division is responsible for maintaining the stormwater drains and pipes and keeping them clean. The Town has only **two** infrastructure crews dedicated to maintaining the stormwater system throughout Mt. Pleasant, so anything the homeowners can do to keep that system clear and functioning at the highest level would be greatly appreciated!

Jenny Hilton: A reminder for homeowners and individual landscape maintenance companies – Please do not blow or place debris in the streets, gutters or drains in order to help keep the stormwater system clean.

Who is responsible for keeping the drainage ditches clear of debris?

Mario Rasgo: Homeowners and individual landscape maintenance companies need to avoid blowing or putting debris in these ditches. These drain into the Stormwater System and eventually into our lake/pond system. As the lakes collect debris, it is the neighborhood's (not the Town's) responsibility to dredge the lake, when needed.

Jen Jordan: The TOMP has only **one** crew dedicated to clean out the ditches throughout Mt. Pleasant. The ditches, for the most part, are the Town's responsibility. The lakes/ponds are the HOA's responsibility.

Is there a regular schedule for cleaning out the drainage ditches along the golf course?

Jen Jordan: In Snee Farm, some of the ditches belong to the Town and some are on golf course property.

How do we find out who owns the property a drainage ditch runs on?

Jeremy Burnham (via email after the meeting): If the drainage ditch is behind your home on the golf course, not on your property, you will need to contact Neal Cavallon, the General Manager at the Snee Farm Country Club at 843-884-8571, Ext. 208.

Interim President Jenny Hilton:

Thank you to all our speakers for informing us on what's going on around Mt. Pleasant and answering our questions. You presented valuable information and we greatly appreciate your time. Thank you to the homeowners attending the Annual Meeting tonight, too. We truly appreciate your participation. If you have any questions or concerns, please feel free to email the Board. Thank you, again!

The meeting was adjourned at 8:03 pm.