

**SNEE FARM COMMUNITY FOUNDATION**  
Board of Directors Regular Monthly Meeting  
December 18, 2018 – Snee Farm Country Club – 6:00 pm  
MEETING MINUTES

**President Hurst called the meeting to order at 6:00 pm.**

**Board members present:** Ed Hutson, Jeremy Burnham, Mario Rasgo, Jenny Hilton, Steve Hurst, Michael Hagedorn, Jodi Daniels, Kathi Pogorzelski

**Absent:** TJ DelDuca

**Minutes approved:** November Monthly Meeting Minutes approved electronically.

**Invited guest:** Jessica Turner, Southern Community Services

**Property Management Report: November 2018**

Overall Revenues are higher than budget, \$29,090 YTD. Unbudgeted revenues from Fines/Violations of \$15,475 and Transfer Fees of \$11,800 are the main driver of this positive variance.

Overall Expenses are higher than budget, \$22,369 YTD, with the following significant budget variance(s):

Positive:

5260	Fences	\$2,728
5270	Grounds Maintenance	\$6,340
5276	Lake Maintenance	\$1,864
5278	Electrical Maintenance	\$2,906
5288	Trees	\$14,600
6500	Legal	\$3,199
7000	Electricity	\$2,231

Negative:

5267	Grounds – Other	\$1,940 – non-budgeted expense
6210	Postage	\$1,011
6836	Infrastructure Refurbishment	\$35,586 – unbudgeted expense
6837	Infrastructure & Replacement	\$7,546 – unbudgeted expense
7060	Insurance	\$10,379 – unbudgeted expense

Balance Sheet Review: (Nov. 2017 vs. Nov. 2018)

AR is \$1,434 lower than where it was 12 months ago.

Overall Cash is \$90k higher than where it was 12 months ago.

AP and AR details match the GL balances.

Reserve Cash and Total Reserve Equity reconcile.

If there were no Capital Expenses or unbudgeted operating expenses the remainder of 2018, I project a Year-End, Overall, cash balance around \$870k.

Misc. Items:

- Five new homeowners for the month of November
- Jerry Barnett and I are still tackling the Mailbox Revitalization Campaign
- SCS will be riding through the neighborhood two times a week to check for violations
- The transfer to the new software will officially start April 1, 2019. This new software will streamline our systems and maintain the utmost efficiency throughout all of our processes.

Asked when the annual assessment letter will be sent out, Jessica replied that once the Board approves the budget, it will be sent to the Operations Team, with approximately a 5-day turnaround time.

## **STANDING COMMITTEE REPORTS**

### **Security:**

Ed Hutson received the following incident reports from the Mt. Pleasant Police Department for the period of September 18 through November 3, 2018:

- Lanterns Rest - A resident went outside to close a garage door and saw someone hiding in the garage. The person ran away. Police were investigating.
- Daffodil - Vandalism; a rock was thrown through the back car window. No one was found.
- Parkway - Vandalism of a mailbox
- Clubhouse - Someone was doing donuts in the parking lot. The police spoke with him.
- Parkway - Mailbox tampering
  
- Ventura Villas:
  - A wallet was stolen from an unlocked car
  - Two cars were stolen

**Finance:** - Report included in the discussion of the budget.

### **Maintenance:**

Steve Hurst reported:

- Contracted lakes and irrigation work continues on schedule.
- L&M Electric has been contracted to move Indigo Cut electric to the center island in anticipation of the Stormwater work due in January.
- L&M Electric has also been authorized to work on the lighting at the park between Plantation and Loyalist.

- Estimates are being solicited to power wash the gazebo and to sand blast the white concrete bridge barriers. TOMP has not responded to my request for permitting information on painting the concrete barriers.

### **Landscaping:**

Kathi Pogorzelski reported:

- Forever Green hung all of the red bows on the light poles throughout Snee Farm. This includes the Gardens area.
- There was a meeting with Outdoor Spatial Design for a walk-through of all of the areas that are to be addressed with the Landscape Revamp. It was good to reassess what had been previously proposed.

### **Restrictions:**

Jessica Turner reported there were 40-45 violations this month.

### **Architectural Control:**

Jeremy Burnham reported there were 8 requests for November and to date 1 request for December. Homeowners are asked to complete the ACC Request Form found on the SFCF website.

### **Communications:**

Mario Rasgo reported that the following email blasts were sent out last month:

- Turkey Trot Thanks – This email thanked the organizers and participants of the 2<sup>nd</sup> Annual Turkey Trot for having a fun event within our neighborhood on Thanksgiving Day.
- Lock It / Lost Dog
  - o This reminded homeowners to be sure to lock their doors to help prevent crime.
  - o Also people were asked to be on the lookout for a lost dog. This was a unique situation as the dog had a medical condition and was accidentally let out of the yard by folks conducting work within our neighborhood.
- Board Meeting Reminder / Elf On Shelf
  - o This was a reminder of when our next HOA meeting will be held and that the meeting agenda could be downloaded from our website.
  - o It also let homeowners know that there were two days left to participate in a fundraising activity initiated by a resident where Elfie, an elf figure, would be placed on your porch in an effort to raise money for ECCO (East Cooper Community Outreach).

We just received a document regarding the safety of the chemical lining they are using in the rehabilitation of some of our storm water pipes. We will be posting that document on our website and sending out an email blast to communicate this.

Mario contacted the Stormwater project for information on all the equipment along the side of Indigo Cut. At this point the Town is using this as a staging area and not planning for any major work to start until after the first of the year.

**Questions:**

A resident asked who maintains the land between the SF fence and Whipple Road. It was explained that SFCF owns this land, but SCE&G has a utility easement on this property, which gives them the right to access the land. For years SCE&G maintained this land voluntarily, cutting the grass, etc. at no charge to Snee Farm. A couple years ago SCE&G stopped the maintenance work on this property and other properties in the area. Since SFCF owns the land, we have the responsibility to maintain it.

A resident asked about possible traffic interruptions during the work along Indigo Cut and Whipple Road. It was reported that at this time, no plans for road closures are known. The Town plans to do most of the work at night and will place steel plates over the roads during the daytime. The Snee Farm community will be alerted regarding any road closures or detours.

The Town will contact homeowners regarding any work that will affect a homeowner's property.

Information regarding the Stormwater Rehabilitation Project can be found on our website at **sneefarmcf.com**.

**OTHER REPORTS OR INFORMATION:**

**Snee Farm Community Foundation 2019 Operating Budget**

Michael Hagedorn reported the following:

Bank interest income, violations and late fees on assessments are not included as income for the budget, although when received they add to SFCF's net surplus.

Total revenue, excluding the items above, is \$351,000. Total operational expenses, excluding the Rejuvenation Project (RARE) expenses, are \$247,269.

Net surplus, after reserve contributions, before Other Income from violations and late fees/interest is \$73,649. Other Income is forecast as approximately \$19,700.

Expect a Bad Debt charge of at least \$29,000 due to the tax auction sale of 986 Governors Rd. and a negotiated settlement of 1122 Greenview.

Included in the Rejuvenation Project budget, which I have dubbed RARE (Refurbishment Allocated Reserve Expense) is a summary of the expenses incurred in 2018. Earlier this year, \$75,000 was transferred from reserves to our SCS account to pay for RARE expenses. So far \$46,531 has been spent in two categories

(GL6836 for Refurbishment and GL6837 for Replacement). Refurbishment expenses are associated with existing infrastructure and Replacement expenses are new additions to infrastructure.

Given that net surplus is expected to be approximately \$93,350, the Board has the flexibility of using projected surplus in lieu of transfers from reserves to pay the near term RARE expenses. Additionally, because of the Board's culture of financial prudence, there is no financial justification for increasing the 2019 annual assessment of \$368 by CPI (currently 2.2%).

Additional financial considerations:

The budget for legal expenses presumes that the GOBI/Hart lawsuit can be resolved with less than 20 hours of billable legal time, which is a conservative estimate after discussing the matter with SFCF's attorney. Adjustments to the legal budget should be known as early as February 2019.

The Accounts Receivable includes a calculation error that has been identified and should be resolved before the annual assessment mailing. The variance is less than \$1,000.

The operational budget for Trees is lower than the historical average because significant tree remediation along Snee Farm Parkway and Parkway Circle are expected to be included in the RARE budget to more accurately report the total cost of the project.

**Question:** A homeowner asked about the total held in non-committed reserves and the purpose of holding this amount. Michael and Steve explained:

During the conversation, the amount held in our non-committed reserves was stated as approximately \$1Million. Actual available balances as of 11/30 total \$882k, excluding \$51k in Accounts Receivable. This money would be available for and will be used for:

- Potential hurricane damage
- The Rejuvenation Project (approximately \$500,000)
- Two years ago the Reserve Study, looking at our fixed infrastructure, projected a value of approximately \$350,000

**Three votes by the Board:**

1. Michael made a motion that we approve the 2019 proposed budget. This was seconded and approved unanimously.
2. Michael made a motion that we maintain the current annual assessment at \$368 with no CPI increase for a year. This was seconded and passed unanimously.

3. Michael proposed that we spend the projected surplus for the sub-budget for RARE expenses until the point that we need to make reserve contributions to pay greater expenses. This was seconded and passed unanimously.

**Landscape Update:**

Steve reported :

- Michael Ferrazzano, in consultation with Outdoor Spatial Design (OSD), agreed that Elaeagnus removal along Snee Farm Parkway should be postponed until it can be done in conjunction with grading for the walkway. He continues to solicit bids for tree work (annual maintenance and Beaumont remediation).
- Several Board members and Dottie Teetor met with OSD and Brooks Sign on 11/29. Homeowner input, logistics, and options were discussed regarding the four entrance signs to be replaced.
- Subsequent to this meeting, it has been determined that all entrances, except the main entrance, are encroaching on SCDOT easements and may require a total review of concept as breakaway signage may be mandated.
  - o Brooks Sign will approach the Town and SCDOT. We hope to hear the results by mid-January.
- On 12/3 several Board members and Dottie Teetor walked the landscape project with OSD to revisit details and insure all parties were in agreement. It was agreed that new message boards should be considered as part of the project.

**GOBI Lawsuit Update:**

The lawsuit has been turned over to McCabe, Trotter & Beverly.

**The meeting was adjourned at 7:07 pm.**