

**SNEE FARM COMMUNITY FOUNDATION**  
Board of Directors Monthly Meeting  
June 18, 2019 – Jones Recreation Center – 6:00 pm

**MEETING MINUTES**

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

**Board members present:** Ed Hutson, Jeremy Burnham, TJ DelDuca, Steve Hurst, Michael Hagedorn, Kathi Pogorzelski

**Absent:** Jenny Hilton, Mario Rasgo, Jodi Daniels

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

**Invited guests:** Sue Shunk, Southern Community Services

**Property Management Report: Sue Shunk**

- 1) Approximately 108 violations for the month of May.
- 2) SCS and CAMS have merged. With the new software system, homeowners will be able to log in and see their accounts by sometime in July.
- 3) In June the Board portal should be up and running, allowing the Board to see their financials in detail, as well as a history of neighborhood violations.
- 4) Assessment payments will no longer be accepted at the local SCS office after July 1. Moving forward, CAMS will use its regional call center to handle homeowner inquires so properties managers can focus on working with Board members.

**President's Comments: Steve Hurst**

On May 28<sup>th</sup> our attorney requested dismissal of the Cobi lawsuit. The motion was denied and the next step will be a mandatory mediation. It is hoped this might be scheduled in July. Although this process is mandatory, we are not required to reach a resolution.

**Security: Ed Hutson**

- 1) Steve Hurst reported that Mike Ashton, the General Manager of the Country Club, stated that a group of 12-13 year-old boys have been driving a golf cart on the golf course causing damage. The five boys were later seen and the MPPD was called. The officer who responded spoke to the boys. The boys were seen again later that night driving a red golf cart dangerously.
  - a. *Please call the police if you witness such activity.*
  - b. A driver's license is required to operate a golf cart.

- 2) The officer who responded to the above incident, strongly emphasized the need for homeowners to lock their vehicles. An abundance of vehicles have been stolen in Snee Farm and the majority have been left unlocked.
- 3) No police reports were received from MPPD this month.

**Finance: Michael Hagedorn**

- 1) SFCF received its first financial statement produced by CAMS' (the parent of SCS) Vantica software system, which included some recurring errors on how fines and penalties are calculated. These will be corrected.
- 2) The promise of real time online access to transaction data has been delayed again and is expected in early July.
- 3) During the transition to the new software platform, some invoices and SFCF's payment approval processes have been overlooked.
  - a. CAMS has been notified and is correcting these oversights.
  - b. Once that access is available, I will audit the new monthly financial reports back to their debut in its new format to verify that everything migrated forward correctly.
- 4) Steve Hurst, Jeremy Burnham, Dottie Teetor and I met with Sue Shunk, Jessica Turner's replacement, to discuss the Board's priorities and expectations, especially regarding philosophical differences between CAMS and SCS and the Board, as it pertains to violations management.
  - a. SFCF's current contract with SCS is inconsistent with CAMS' long-term goals for violations management.
  - b. Sue shared how SFCF's contract will likely conform to that methodology at contract renewal.
- 5) Vantica software promises a complete integrated HOA management solution including violations management, billing and reporting, but those features are not yet available.
- 6) Our current vendor, as a subcontractor of SCS, is no longer honoring our contractual arrangement. SFCF and CAMS are working to resolve this issue.

Overall, the Vantica transition has been problematic, with repeated delays, missteps, and unexpected consequences. While I remain optimistic that the real-time enhancements will offer greater and more simplified financial management capabilities, my patience for this overly long implementation is nearing its end.

It remains to be seen how CAMS' purchase of SCS and its different corporate philosophy and methodologies will serve SFCF's needs.

**Maintenance: Steve Hurst**

- 1) Contracted lake and irrigation work continue on schedule.
- 2) Our irrigation has not yet been restored at Hwy. 17.
  - a. The developer of Snee Farm Village has agreed to assist us in trying to get the gas line subcontractor to complete this work.
  - b. We do not have any resolution at this time.

**Landscape: Kathi Pogorzelski**

Forever Green continues spot mowing, pruning shrubs and spraying weeds.

**Restrictions: TJ DelDuca**

We have resumed violations drive-throughs once a week now that CAMS' new software system is running.

*Question regarding whether boats are allowed to be visible from the street:*

The ADAR states that a homeowner is allowed to keep a boat visible in their driveway for 14 days for the purposes of cleaning and maintenance only.

**Architectural Control: Jeremy Burnham**

- 1) There were a total of 17 requests for the month of May.
- 2) There have been 10 requests to date for June.
  - a) Only 2 of those were via email or text, which is a significant improvement.
- 3) We have a serious issue with homeowners starting projects without receiving approval from the ACC.
  - a. May consider an immediate fine if no permit is in hand or if a permit is not applied for immediately when confronted.

**Communications: per report from Mario Rasgo**

The email blasts for the month of May were as follows:

- 1) Memorial Day Garbage/Trash Collections – This reminded everyone that collection schedule was moved one day due to the Memorial Day holiday.
- 2) Upcoming Events at Snee Farm Country Club – This let residents know the Rice Planters Golf Tournament and the Snee Farm Swim Meets were coming up in June.
  - a. Both are free and fun to attend.
- 3) Golf Cart Law – This is an annual reminder to all residents of the law governing the use of golf carts. This annual reminder is sent out in June after school is out for the summer. This is typically when there is a higher rate of unlicensed kids driving golf carts.

**UNFINISHED BUSINESS:**

**Landscape Project Update: Steve Hurst**

- 1) Today Michael Hagedorn and I met with Outdoor Spatial Design. We have narrowed the landscape vendors to the two lowest bidders and expect to schedule interviews with them and the Board late next week.
- 2) The final front sign drawings have been completed and 3 bids have been received. We are waiting on concept drawings and quotes on the 3 remaining (signage) entrances.

- 3) Based on averaging the sign and landscape quotes, the entire hard cost (not including design, survey, and permitting) is estimated at \$530,000. This figure includes all of the original scope plus the addition of the circles and bridges.
  - a) After the interviews, we hope to sign a contract next week.

**Potential Boat Storage: Michael Hagedorn/Ed Hutson/Jeremy Burnham**

The possibility of having a boat storage on SFCF common area was pursued because we thought this would add to the value of the community.

Austin Rutherford in Mt. Pleasant's Planning Department outlined the permitting process of getting approval to use SFCF property at the corner of Whipple and Long Point for outdoor storage.

- 1) Because Dominion Energy, formerly SCE&G, has a utility easement on the property, SFCF would need written permission from Dominion Energy before approaching Mt. Pleasant's Planning Department. Mr. Rutherford was confident that Dominion Energy would not grant SFCF permission to use the area for outdoor storage, specifically for boat storage.
- 2) SFCF Director Ed Hutson inquired with Dominion Energy and was provided the "Electric Transmission Right of Way Guidelines," which define the Purpose, General Practice, Allowable Activities, and Prohibited Structures or Activities on Dominion Energy easements.
  - a. Under various subsections of the guidelines, "storage facilities for boats, recreation vehicles, trailers" in the right of way are prohibited.
  - b. Additionally, the Whipple tract is zoned R4 (Residential, 4 lots per acre), which prohibits land use for parking, storage or church activities.
- 3) Presuming Dominion Energy would grant SFCF a license agreement to use the easement for outdoor storage, which is contrary to its guidelines, SFCF would need to do the following:
  - a. Apply for a variance with the Mt. Pleasant Town Council to rezone the property to allow use of the property for storage.
  - b. After approval from the Town Council, a special exception would be required from the Board of Zoning Appeals.
- 4) Mr. Rutherford estimates that the process would take approximately five months after receiving permission from Dominion Energy. He noted that because the Whipple/Long Point corner is considered a "prominent corner," getting approval from Town Council and the Board of Zoning Appeals is unlikely.
  - a. Given the above information, it seems that boat storage at this location is improbable.
- 5) Churches follow a different process for rezoning variance to Pi1 (Public Institution 1). Only Town Council approval is necessary to rezone. Approval from the Board of Zoning Appeals is not required.
  - a. Dominion Energy's guidelines allow parking lots that meet certain requirements. Mr. Rutherford noted that since Whipple Road is a state road, SCDOT approval would be required for any curb cuts along its length.

- b. Seacoast is possibly interested in this area for additional parking, using a shuttle service to transfer members across Whipple Road to the sanctuary. A realtor has contacted Steve Hurst regarding the use of this SFCF property.
  - i. In general, Churches afford an easier process of applying for rezoning and use of property.
  - ii. Some Board members expressed their opposition to using this property as a parking lot.
  - iii. A park or dog-walking area was proposed as a possibility.
    - 1. There are certain restrictions for height of shrubs/trees and fencing that would apply if used for this purpose, in order to allow ease of movement through this area for the utility company.

### **Real Estate Signage Update:**

Other communities have standardized real estate signs. We have had problems with realtors placing signs throughout the community without permission.

- 1) An example of a sign from Charleston National was presented, which included the logo of the community along with the required disclosures of the real estate agent, which includes their firm, phone number, etc.
- 2) SFCF covenant allows **ONE** For Sale or For Rent sign per lot.
- 3) Because an approved sign would be required this would be a way to:
  - a. Emphasize the community covenant
  - b. Control the number of signs posted
- 4) The complete sign including frame would cost \$20-\$40, depending on the material used.

It was decided to table this issue until more Board members are present.

**The meeting was adjourned at 7:03 pm.**

## EXECUTIVE SESSION

### TOPICS OF DISCUSSION:

#### 1) Board of Directors nominating and election process

- a. The Board reviewed and discussed the By-Laws regarding the process of electing new Board members.
- b. As a corporation, SFCF is required to have a Nominating Committee.
  - i. The Nominating Committee must nominate at least the number of vacancies that are to be filled. (ARTICLE VI, Section 1)
  - ii. Nominating Committee members must understand the role of the Board

#### 2) Board of Directors duties and powers

- a. To enforce the covenants of the ADAR (Amended Declaration and Restrictions)
- b. Constrained per the By-Laws (ARTICLE VII, Section 1 and 2)
- c. *Making changes to the ADAR is not a duty or power of the Board*
  - i. Homeowners are empowered to make changes
  - ii. This requires a 2/3 majority
- d. The ideal situation for someone applying for the Board would be an individual who has worked on one of the Committees for a year, has learned the process, understands the role of the Board, and is then eligible to apply for the Board of Directors.