

CHARLESTON NATIONAL COMMUNITY ASSOCIATION, INC.
REGULAR BOARD MEETING
June 14, 2017

The Regular Board meeting was held at Heritage Trust Federal Credit Union on June 14, 2017 at 5:30 pm.

Members Present: Willie Charles, Karol Queen, John Desautels, Carina Jansson, Jim Barr and Chuck Cross.

Members Absent: Bob Crawford, Mark Wilson and Michael Hagedorn

Management Company Representative: Jerry Watson, Gold Crown Management Inc., and John Reyelt, CEO, Gold Crown Management Inc.

Guests: Carl & Jody Hipwell, Kurt Nendorf, Sandra Bungerz and Ryan McCabe, McCabe Trotter & Beverly

I. Call to Order

The Meeting was called to order by Mr. Charles at 5:30 pm.

II. Homeowner – Carl Hipwell

Mr. Hipwell addressed the Board with regard to his account. The Board thanked Mr. Hipwell for attending and let him know the matter would be discussed further during executive session.

III. Approval of Meeting Agenda as Presented

MOTION by John Desautels to approve agenda as presented

SECOND Karol Queen

All In Favor

IV. Final Approval of Meeting Minutes – May 10, 2017

MOTION by Jim Barr to approved minutes as presented

SECOND by Karol Queen

All In Favor

V. Financial Report – John Desautels

Mr. Desautels reviewed the April and May financial reports. He has reviewed the association accounts against the GCM accounts and everything is in order. Mr. Barr noted the following items:

- He wants to make sure a detailed description is noted in the memo section.
- He would like to see the budgeted amounts spread based on when expenses are to occur.
- He would like to change the account title of Audit Services to note Returns/Review/Audit.
- It was noted the Contingency line item was not to be funded.

ACTION ITEM: Ms. Watson will let maintenance and AP know to include specific descriptions when invoicing. She will also work on the budget spreads as well as change the Audit Services account title.

MOTION by Karol Queen to accept the April financials as presented.

SECOND Jim Barr

All in Favor

MOTION by Jim Barr to accept the May financials as presented.

SECOND Karol Queen

All in Favor

VI. Consent Agenda Items

- A. Ratify acceptance of tree removal on Spoon Court by Adam Sellers in the amount of \$450.00. This item was further discussed under Committee Reports.
- B. Ratify approval for Moonlighting to repair lighting at Gallery Circle not to exceed \$250.00. Previous approved via email.

MOTION by Jim Barr to ratify Item B under Consent Items as noted.

SECOND Karol Queen

All in Favor

VII. Committee Reports

A. ARC – Bob Crawford

Mr. Crawford provided the following report to the Board.

Approved:

1297 Hogan's Alley - Repaint Front Door
3470 Stockton Drive - New Roof, Same Color
3273 Heathland Way - Remove 2 Trees, Install Swing Set back Yard
3321 Merion Place - Take down Oak Tree, Plant 4 New ones to replace
3172 Linksland Rd. - Install Propane Tank and Fence to Hide from street
3338 Merion Place - Remove Water Oak and replace with new Trees
3089 Linksland Rd - Repaint outside of House New Color
1207 Medinah Drive - Repaint House Trim White
1232 Sam Snead Drive - Tree Removal
1252 Old Course Lane - New Roof, Paint Front Door
1330 Somersby Lane - New Garage Door
1361 National Drive - Deck addition

New Construction:

2536 Charter Oaks Drive - Low Country Residential Builders.

Pending: None

B. Maintenance – Lagoons – Jim Barr

Mr. Barr presented the follow report to the Board.

1. Board approved cleanup of CN7, W1, W3, W4, W8 and E2 was started on 5 June, but technician was sick. Carl called me for approval to reschedule which I did. Rest of the lagoons should be cleaned up by end of June. Request we hold off on paying until I confirm work done as expected.

ACTION ITEM: Mr. Barr wishes to review work once it is completed and will notify Ms. Watson when the bill will be approved for payment.

2. Recommend approving Greenery bid to install plants around edge of CN4-- lagoon was dredged last year and this is necessary to prevent erosion of the banks into the lagoon. Estimate is \$2818.14--\$10,000 is in annual budget and we have already obligated \$4956. This will provide plants about 1 foot above waterline and 1 1/2 feet below waterline spaced 18 inches apart. Could consider increasing spacing to 24 inches but will extend time to fill in. Lagoon Committee recommends approval of estimate as given.

Mr. Cross asked if there were any other lagoons that needed additional work done. He also asked if Tilapia created any type of problems with the lagoons.

Mr. Barr will check with The Greenery regarding this and follow up with the Board.

MOTION by Chuck Cross to approved proposal for CN4 as presented.

SECOND by Karol Queen

All in Favor

3. Have received multiple emails concerning lagoons—it is homeowner responsibility to maintain down to the water line, based on the C&Rs. That responsibility includes trees, unless they are down in the water. There is other work that would be good to have done, but I recommend we defer anything that isn't causing a specific problem with stormwater flow due to budget constraints. Carl is treating for algae and weeds, and will be adding Tilapia and Carp in the next couple of weeks.
4. VP1 is in pretty bad shape with Algae. Carl has been treating but has not responded well. He is going to use another chemical which costs about \$2000 for a treatment, but he has to time it right with weather as can't rain excessively for 45 days or have to re-treat. Homeowners should not use any water from VP1 on their yards during this time period. This treatment will be within the contract that we have with the Greenery, so will not be an additional expense. That lagoon is about 5 acres and is only inches deep in many places—difficult to control algae with water that shallow. I believe this will eventually require dredging which will be a very expensive proposition. Have requested a proposal from The Greenery to add aerators to that lagoon in an attempt to extend the time before we have to dredge, but Carl says it really needs to be dredged now. There is no power at that lagoon so will require running electricity and will need multiple aerators. Aerators are recommended even if we have to dredge for water quality. It was noted that VP1 lagoon's major expenses will need to be budgeted in 2019.
5. Tim Kane 2 sent an e-mail on 9 June. Seems to be now focusing on flappers at CN 11 and didn't mention \$35K he had been asking us to pay for the lids on the 2 weirs. I had responded to a previous email to Tim identifying that the HOA Board does not believe it is our responsibility to make modifications to the system to improve water quality for use by the golf course. He can make modifications as approved by the board, or can dig wells if he wants—we have a mutual benefit in the health of the golf course but don't have a legal responsibility, to our understanding, to make modifications to provide him fresh water. I recommend we now meet with Hillary from the Town of Mt Pleasant—Tim would like to be a part of that meeting and I support that. I want to see what Hillary says, but my intent at this point is to recommend the board plan on fixing the flappers, estimated at \$16K - \$20K in 2018. That gives us time to get bids and work it into the budget. At this point I am concerned that the flappers may not allow water to exit into the tidal channel during a high water event. Another option would be to remove the flappers but

we could expect strong resistance from the Golf Course if we chose that path and I believe we would still have to worry about mud clogging the pipes, so not sure it would be a good solution. Tim also indicated he believed the transfer of land in 2009 was a correction to an administrative error. There is no record of that in the Board Minutes—I recommend we ask Tim for any supporting documentation he has for our consideration.

6. Mark Wilson has requested Clemson recommendations on proper maintenance of lagoon banks to share with Forever Green. I will follow up with that and we may want to share that with homeowners so people on lagoon lots are aware.

Mr. Barr asked if Ms. Bungerz could provide additional vendors to quote potential work on CN11.

- C. Landscape/Irrigation/Lighting/Signs/Structures – Mark Wilson
Mr. Wilson provided the following report to the Board:

1. Dog stations: Homeowner Request for Dog Station in The Retreat.
 - Current total (unless I missed some) for each area:

○ National Drive	2
○ National Drive/Retreat	3
○ The Retreat:	4 (not ours)
○ Harleston Green	1
○ St Andrews	2
○ The Estates	1
○ Westchester	4
○ Victory Point Dr	1
○ Gallery	0
 - Recommend moving one station from National Drive/Retreat to The Gallery to satisfy homeowner's request.
 - Recommend asking Gold Crown to include weekly maintenance in future contracts.
2. Tree Removal
 - St. Andrews-two trees approved to Adam Sellers. Should be removed this week.

MOTION by Jim Barr to approve the cost of \$150 by Adam Sellers to remove a wax myrtle at St. Andrews

SECOND Carina Jansson

All in Favor

ACTION ITEM: Ms. Watson will contact Adam for a revised quote for the \$150 cost only.

- Retreat, downed tree-waiting on Charmaine (Retreat). Charmaine believes their new tree company (Complete Tree Service) may cover it under their pruning agreement. If not, it may need to be a shared expense due to location. Tree originated on Retreat property but at least half is laying on CNCA property.
- Need to identify preferred companies for future bids.
- Suggest FG and Complete Tree Service?

3. Irrigation

- Battery operated zone in The Estates. FG was to repair, activate and assess. Repair complete but waiting on feedback on functionality of zone.
- Current settings for irrigation frequency. Waiting on reply from FG.
- Rain sensors? Waiting on reply from FG.
- Damien dealing with personal family situation and had to return to Ireland.
- He should be sending update on questions/concerns soon.

4. Pond landscape

- Old Course lagoon-bank cutting border zone height and width. FG scalped bank to the edge of the lagoon. Waiting on response from FG for action plan/education. Need to clarify lagoon border cutting expectations.
- High priority is removing Wax Myrtles from lagoon edge interfering with drainage. Lagoon Committee aware and prioritizing.

5. Lighting in The Gallery

- Initial electrical repairs completed by Moonlighting (ML). Zone was completely dead.
- Repairs needed-Missing timer control so lights are on 24/7 right now. Also have defective tree lights mounted in the crepe myrtles that need to be replaced.
- See Moonlighting proposal for approval. Recommend allowing ML to complete job. High confidence level in ML!!
- Clearing needed around electrical box at 3499 Stockton needs to be done to ease access for work. It is completely overgrown with a fan palm and vines. Assume it is in an easement
- Should we notify homeowner or how do we proceed with clearing?

In Mr. Wilson's absence the Board discussed not doing tree lighting on Gallery Circle. No vote was taken.

ACTION ITEM: The Board asked Ms. Watson to send an email to Mr. Wilson to have Moonlighting to redo the bid #329, \$552.84, to include the timer and labor only. They do not wish to repair the tree lights at this time.

6. Lighting on Linksland
 - Lighting out at The Glen. Notified by homeowner. Jerry authorized GC maintenance to replace defective breaker. Estimated cost of \$25-30 plus one-half hour labor.

7. Water refund?
 - Drip line on National Drive capped already. MPWW not aware of this.
 - Spoke to Wayne and he believes he capped the line about 12 months ago, but he is not sure.
 - Not sure we need to disclose this due to the fact we are not sure when it was capped.

8. Egrets Entry-Homeowner complaint
 - Landscape vs. flowers.
 - No irrigation at this site.
 - Former stumped-out Yucca plantings re-growing but suggest long term plan to include stump grinding and replanting with appropriate drought tolerant shrubs/perennials. Annuals not feasible.

- D. Safety & Traffic Awareness – Carina Jansson
Ms. Jansson noted there were still issues with golf carts. No additional report was provided.

ACTION ITEM: Ms. Watson is to contact the police and provide a description to the police and see if they will monitor the association. It is a red, 2 seater, raised, driven by underage children.

- E. Social – Carina Jansson
Ms. Jansson noted the July 4th parade will be advertised on the reader board. She will also provide a flyer at a later date for distribution. Ms. Queen briefly discussed sharing of the reader board with the Club.

- F. Budget Committee – Jim Barr
Mr. Barr asked for a timeframe on completion of the 1099 review. Ms. Watson will return the form requesting the data as signed by Mr. Charles. She will ask Mr. Diez to provide a possible timeline on the project.

Mr. Barr noted the expense incurred by the Association for maintenance of the doggie stations. Ms. Watson will provide the recurring costs to the Board.

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Mr. Barr noted the reimbursements received by the Association with regard to the MPWW Lift Station Project. He thanked Mr. Hagedorn for his work on the matter.

- G. Communication & Documents – Michael Hagedorn
No Report was provided

VIII. New Business
No new business was presented.

IX. Old Business
A. Landscape Proposals
The Board reviewed the proposals provided and asked Ms. Watson to follow up with Forever Green.

X. Next Meeting Date – The next regular board meeting will be held on Wednesday, July 12, 2017 at the Heritage Trust Federal Credit Union at 5:30.

XI. Adjourn
With no further business to be discussed the meeting adjourned at 7:40 PM.

MOTION by Jim Barr to adjourn

SECOND Chuck Cross

All in Favor

XII. Executive Session
The Board met with the Association's attorney, Ryan McCabe, to discuss two (2) legal matters. One was with regard to a delinquent owner and their account status and the other item was pertaining to quit claim deeds. Mr. McCabe will handle both matters as directed by the Board. The Board instructed Ms. Watson to send an eblast to the community based on information provided by Mr. McCabe.

A decision was also made by the Board to revise the current collection policy for the Association.

With no further business to present/discuss the meeting adjourned at 9:40 PM.

**Minutes Submitted by:
Jerry Watson**