

**Charleston National Home Owner's Association (CNHOA) Meeting**  
**Purpose of Meeting: Regular Meeting of the (CNHOA) Board of Directors (BoD)**  
**Date: June 27, 2018; Time: 5:30 P.M.**  
**Convened: Heritage Trust Federal Credit Union (HTFCU),**  
**1129 Park West Blvd., Mount Pleasant, SC 29466**

**Members Present:** Jim Barr, Bruce Bingham, Willie Charles, Chuck Cross, John Desautels, Michael Hagedorn, Bill Harkness, and Karol Queen.

**Guests attending during the Open Session of the board meeting were:** Paul Steadman Steadman Insurance Agency, Kurt Nendorf

**Management Present from SCS:** Chris Barclay of Southern Community Services (SCS), Melissa Morales SCS CFO, Sheri Cothran SCS Collections

- I. **Called to Order:** President Willie Charles at 5:36 p.m.
- II. **Approval of Agenda:** Motion to adopt: Karol Queen  
Second: Jim Barr  
Agenda adopted unanimously
- III. **Reading and Approval of Minutes:** Motion to approve the Minutes: Bill Harkness  
Second: Karol Queen  
Minutes unanimously approved
- IV. **Paul Steadman Insurance Agency**  
Mr. Steadman toured the property with Chuck Cross before the meeting. Mr. Steadman discussed the coverage we currently have in place and discussed a number of options we could consider. All of our common property is vacant land and feels our exposure is low and liability insurance coverage is adequate. He stated it is important to handle dead trees near the edges of common property as quickly as possible.  
If interested in increasing our coverage he recommended an umbrella policy that would cover both liability and D&O coverage. Mr. Steadman will provide a document with information about the options he discussed this evening.
- V. **Ratification of Business via Electronic Consensus:**  
A motion was made by Chuck Cross to engage Felix Ayers from Ayres & Associates to review plans for new home construction at 3583 Somerset Hills Court for a fee of \$300.  
Seconded by Karol Queen  
Unanimously Approved
- VI. **Southern Community Services Collections: Sheri Cothran**  
Ms Cothran described the 30-60-90 day process for collections of non payment of member assessments. Thirty day late notices are sent regular mail. Sixty day notices are sent through South Data and signatures are required and are tracked. If not signed or accepted by the

homeowner it is returned to SCS. Ninety day notices are turned over to and subsequently handled by our attorney. All further communication should go through the attorneys office.

It was agreed that the board should document and publish the details for a CNCA collections process. Michael Hagedorn commented on the success this has had in another community. This helps insure consistency for all homeowners.

A motion was made by Jim Barr, seconded by Chuck Cross and unanimously approved to proceed with liens against homeowners whose balance exceeds \$450 and whose delinquency is greater than 90 days. That means liens will be filed after July 6, 2018.

**VII. Southern Community Services Financials: Melissa Morales, CFO**

After a discussion about our legal charge financial reporting Ms. Morales agreed to make changes to the reporting of legal expenses and also show a legal fine income line which will also assist in income tax preparation.

**VIII. Financial Report May 2018: John Desautels**

Cash Basis reports from John were emailed to the board this afternoon. All expenses were within budget. A new line will appear in reports to reflect the SCS Administration Costs for Member Assessments past due more than 30 days. This will be a \$0. impact to our budget.

Mr. Desautels stated we are year to date approximately \$2.5k less then last years spending on water on a budget of \$20k.

A letter from John was mailed to the board members two weeks ago discussing moving CD's at Regions Bank to Sinovus Bank at a substantial increase in rates. This change will have a significant impact on our reserve balance over a 5 year period. This item will be taken up by the budget committee for further consideration.

**IX. Committee Reports**

**a. ARC Committee: Karol Queen;**

**REQUESTS APPROVED:**

3487 Stockton DR. – paint house same color and change trim to white

1156 Old Course LN.– new roof, same color

1159 Old Course LN. – make brick paver patio in front and new landscaping

3563 Somerset Hills CT. – new roof, same color

3438 Oxfordshire LN. – replace existing deck with deck of same size

3588 Somerset Hills CT. – new fence installation, black ironcraft

3152 Linksland RD. – re-sod and replace plants in front yard

1349 National DR. – plant 2 10 ft. palm trees

**NEW CONSTRUCTION:**

3583 Somerset Hills CT. – plans are at Ayes & Assoc. Architects, Inc. for approval. (Vote to use Ayers was done via email and approved by the board on June 18, 2018.)

**POSSIBLE ARC RULES VIOLATIONS BROUGHT TO MY ATTENTION:**

3215 Heathland Way – resident owns pond in back and has said he is going to build 10 ft. fence and that property is not under HOA restrictions. After a board discussion it was determined that there is a cloud over this property because one plat of this property indicated it was identified as HOA property. In order to definitely resolve this, the homeowner would have to obtain a court decision to exclude his property from HOA regulations. Ms. Queen will prepare a response to the homeowner that will be reviewed by Mr. Charles then forwarded to the homeowner.

1325 Royal Links DR. – Still getting complaints of car continually parked on street overnight.

1342 Somersby LN. – The yard on this vacant house as been cleaned up and have had no further complaints from neighbor.

3031 and 3184 Linksland RD. – Complaint from neighbor that trash and garbage cans put out too early. Monitoring situation.

No pending requests.

**b. Lagoons Committee:** Bruce Bingham;

I had the new guy Lagoon ride-around on 1 June 2018 with Willie, Jim and Carl Rokes of the Greenery to see and hear about most of the issues impacting this committee.

I am proposing the Lagoon Committee include me, Jim Barr, Kurt Nendorf and Willie Charles. Mr. Barr recommended Sandra Bungerz continue on the committee as well.

Actions taken in June:

Prepared summary notes from the 1 June ride-around and a roster of the Committee, Interested Parties, and Key Outside Officials (attached)

Met with Diane Smith, who introduced me to Ron Hanson and Charmaine Gillow as knowledgeable interested parties.

Met with Tim Kane II to let him know I was new chair. He was very receptive and has since sent me the March 2017 paper by Kurk Nendorf for review (attached).

Contacted Carl Rokes of Greenery to ask to accompany him on on-site inspections, and to provide me his current project list and a copy of the Greenery/CNHA contract. No reply after 2 emails.

One item on Carl's list is to draft a letter of instruction for homeowners on lagoon shoreline maintenance. Diane Smith had prepared and sent a great brochure a few years ago that should be posted on our website and re-sent (in lieu of Carl's letter?) (attached electronically)

Contacted Bob Horner to introduce myself and asked to be advised when boards on CN-11 were being replaced and new German Creek equipment was being installed so I could meet him. No indication of ongoing work as of 24 June.

Had a second ride-around on 19 June with Kurt Nendorf following gravity flow from CN-1 down to CN-11 and German Creek.

Prepared Goals, Strategy and Actions Statements for comment by the Committee and the Board.

Mr. Bingham indicated he would be generating a forward looking capital plan. For example, deepening VP1 by creating an island which would be much less expensive than removing the debris. Mr. Barr indicated removal was estimated, when Mr. Charles was lagoon chair, to be roughly \$800k.

c. **Budget Committee:** Jim Barr; Nothing to report

d. **Landscape/Irrigation Committee:** Chuck Cross;

All spring flowers were planted. In recent ride-around with Stephanie from Forever Green, she agreed with us that the flowers were not growing or "popping out" as expected. Stephanie volunteered to enhance and expand our flower beds to get the quality look we wanted. The flower beds were almost doubled last Friday and will be watered twice a day for the next couple of weeks due to extreme heat. This enhancement was done at no additional cost to CNCA.

Our entrance and flower bed at National Drive and Hwy 17 was destroyed by the contractor putting in the new Stoplight. We contacted the City of Mt. Pleasant to repair the damage and they informed us they did not do it and deferred us to the contractor. The contractor denied doing any damage. We provided pictures of the property before they started the Stoplight installation. We provided a proposal from Forever Green to repair our property to the contractor contact person. The contractor has now deferred us to Ed Navarro, owner of Carolina Park. Mr. Navarro stated he paid \$300,000 to

privately fund the Stoplight for Costco. He indicated that CNCA should fix our own property because he was not going to discuss fixing it or paying anything. We have made a temporary fix to the irrigation system to allow Forever Green to put flowers in the bed to minimize the “ugliness” to our entrance (this area has also been enhanced with more flowers as discussed above). We are in pursuit of all our options to recover the cost to repair our property. We need to decide if we are going to fix the entrance now or wait until we get the contractor to repair their damage.

We are working to document the actual property that CNCA owns to verify Forever Green is cutting and maintaining only CNCA property. The Tennis courts property and some land along National Drive do not belong to CNCA. I stopped the cutting of some of this property and asked Chris/SCS to notify Tim Kane, Jr/CNGC. The notification to Tim Kane was delayed and he inquired why our landscapers were not cutting the property along National Drive. Tim was notified that the Landscaping Committee was reviewing the property lines to verify what we are cutting. As soon as we have actual maps verifying our land, we are going back to cutting the areas Forever Green was initially cutting. In this process Jim Barr indicated CNGC is not cutting the grass areas around some lagoons that is their property. Jim indicated we might want to address all areas that should be maintained by CNGC.

We have requested Chris/SCS to get three quotes to remove a dead tree on our property on Harleston Green Lane.

- e. **Maintenance Infrastructure:** Bill Harkness; Nothing to report except for motion on guard house roofs discussed in New Business section.

Several board members identified several areas within the community that need maintenance work including guard shack, signage, fencing and electrical panels.

- f. **Safety & Traffic Awareness Committee:** Jim Barr; Nothing to report

- g. **Social Committee:** Chuck Cross;  
July 4th Parade and Festivities:

Our event has been enhanced this year. The committee is composed of Jodie Snyder as the Event Coordinator, Jan Cross and myself. Jodie has participated in the parade with her daughter (5 years old) and husband for the last couple of years. We decided to focus on making the parade fun for the kids, which always makes the adults happy. We prepared a flyer that was posted on CNCA Homeowners Forum and Charleston National Neighbors websites. The flyer has been emailed to all neighbors to get to neighbors that may not be on Facebook. Willie Charles has been asked to lead the parade. We will start the parade with our Pledge of Allegiance at Egrets Pointe. Small children with decorated bikes, strollers, tricycles, etc will be parked at the Pool at 10:00AM to be recognized

after the parade at our Pool.

Tim Kane, Jr was provided the agenda and has approved everything requested. I have asked Tim Kane, Jr to lead the Pledge of Allegiance while dressed in his full uniform (we expect this may be a photo opportunity for the kids). I am waiting for his response.

**h. Documents/Communication Committee: Michael Hagedorn**

July 4<sup>th</sup> Parade awareness campaign: The event was promoted on Facebook pages Charleston National Neighbors (FB-CNN) and Charleston National Homeowners Forum (FB-CNHF) in addition to an eblast to homeowners directing them to a special event page on cnhoa.org. As of 6/27, 277 homeowners (of 840) opened the email eblast and 161 FB members viewed the event post.

A 70 post comment string occurred on FB-CNHF about the legitimacy and enforceability of CNCA's overnight parking restrictions prompted by a notice on the entrance reader boards regarding overnight parking. One member was removed from the group for inappropriate disparaging comments.

Willie, Karol and I met with a homeowner who is asserting his right to build a fence without HOA approval on property he owns that abuts CNCA homeowner property. He shared 18 documents from the Charleston County RMC supporting his assertion but the documents are inconclusive. The homeowner is not being represented by an attorney and the documents provided do not identify his attorney by name. The documents are available for viewing in CNCA's document archive.

All CNCA documents downloaded from the former website vendor are now archived on the internet at no cost and are available for viewing through a link on cnhoa.org. The budget for website expenses can be revised downward to \$25 in 2018, which is the cost of domain renewals.

**X. New Business:**

**Scrape, Prime & Paint Guard House Roofs:** There were four bids for this work. A motion was made by Michael Hagedorn, seconded by Jim Barr and unanimously approved to accept a bid of \$1200 from Outlaw Painting to perform this work.

**Harleston Green Tree Removal:** There were five bids from four vendors for this work. A motion was made by Jim Barr, seconded by Karol Queen and unanimously approved to accept the bid from Forever Green for \$495 to perform this work.

**Request to Waive Late Fees:**

3234 Heathland Way: A motion was made by Chuck Cross, seconded by Bruce Bingham and unanimously approved to waive 50 % of fines and late fees due to extenuating

circumstances of the homeowner. The homeowner has addressed all issues in violation. This agreement assumes the remaining fines will be paid within two months.

Eight homeowners request to waive late fees: A motion was made by Jim Barr, seconded by Karol Queen and unanimously approved that due to the change in management company and late billing coupled with the fact that these homeowners have paid their member assessments, that the board will, for this one time, waive the late fees.

**XI. Old Business:**

Wetlands and Common Area on Royal Links Drive: Army Corps of Engineers indicated that if no wetlands were filled, they would not take any action on the matter. After a brief discussion Karol Queen will contact the homeowner to tell them that any materials cut in this area need to be removed and not left in place.

**XII. Next Meeting Date: July 18, 2018 at 5:30 pm at Heritage Trust Federal Credit Union, 1129 Park West Blvd., Mt. Pleasant, SC 29466**

**XIII. Adjourn: Motion made to Adjourn at 8:22 pm by Chuck Cross  
Seconded by Jim Barr  
Unanimously approved**

Submitted by John Desautels