

2021 Poplar Forest HOA Meeting Minutes March 13, 2021

Meeting Start: 3/13/2021 2:00 pm

Meeting Location:

3614 Savannah Hills Drive
Matthews, NC 28105
And via ZOOM

Attendees:

HOA Board: Judy Blevins – President; Mike Funderburg – Vice-President; Gwen Vinson – Treasurer;
Jackie Croft – Secretary
Cedar Management: Sarah Wachtel
US Lawns: David Tadlock

1. Opening remarks – Judy Blevins
Introduction of board members, social committee members, Cedar Management representative Sarah Wachtel, and US Lawns representative David Tadlock.
2. Community News and Updates
 - a. Judy Blevins – Status of McKee Road extension
The DOT stopped this project last year when they laid off massive numbers of people due to COVID. Judy has had email correspondence with Ms. Clark who advised they are still on hold with this project, and she is not sure when it will be started. It may be started this fall.
 - b. Judy Blevins – Status of take-over by Town of Matthews
 - Paul Trotter still has one or two issues to repair and replace before the town will take over. Judy has been unable to get a timeline for completion; however, she feels we are getting closer.
 - They worked in the storm drains and re-poured asphalt.
 - Trotter is responsible for damage to the irrigation at the entrance to the neighborhood.
 - The board has considered taking legal action with Trotter. Litigation could take a long time
 - It is estimated that we have spent \$40,000 for electricity for streetlights so far.
 - Trotter's bond secures his performance. He does not get the money until the work is finished. The bond keeps renewing.
 - Julie Mullen asked whether we should look into the cost of the remediation. Judy Blevins reported that the difficulty we have is finding the right people to hire who can do the work correctly and not more expensively. She feels this is not a good idea for us.

It is noted that the homeowners who were connected to this meeting via ZOOM were inadvertently muted until this point in the meeting and were unmuted at this time.

- c. Judy Blevins – Repairs to entrance.
 - We do have a Duke Energy light pole. It was put in on Friday, March 12, 2021. There is a new post, lighting and signs.
 - Within a month we hope to have the new section of fence installed. The board has decided to withhold payment until the fence is installed. There are three panel segments, and one is

damaged. Due to the size and scope of the fence, it has been difficult to find a replacement fence section to match.

- The cost of repairs to the entrance is \$30,000.
 - We now have conduit to accommodate several electrical lines.
 - Tony Wright is to be recognized for adding lighting at the island. He plans to add more lighting at the brick pillars and on the berm on the right side.
- d. Judy Blevins – Common area improvements – work group recognition.
- Reggie Wood, Albert Zabolitzki, Tony Wright and Judy Blevins completed work in the common area, cleaning out and planting new beds, including crepe myrtles for additional shade.

3. HOA Business

- a. Gwen Vinson and Judy Blevins – Review of 2020 budget and approval of 2021 budget.
- The budget is based on 67 homes at \$150 per month. It was stated that dues are not going to go up.
 - There will be two pine straw installations in 2021, and there is a line item for that.
 - We have budgeted for common area maintenance.
 - The budget includes shrub replacement and lighting additions, and other items we do with our landscaping.
 - An additional \$6,000 contribution has been made to the reserve fund and is noted in the budget.
 - Julie Mullen asked about the projected income from sale of property on Savannah Hills when McKee Road extension project is completed. Judy Blevins reported that this has not been finalized yet. The last we heard they are not taking our property, with the exception of the last two houses at the new entrance to the neighborhood. It is a very small strip of land, approximately one acre, and is unusable. There are not design changes since last report.
 - Clinton Hicks asked whether we charge late fees. Judy Blevins responded yes, we charge late fees because we have to pay those fees.
 - Charlain Allen requested that the Social Committee requests to be a separate line item from Miscellaneous on the budget. It is currently shown as Miscellaneous/Social Expense. Gwen Vinson reported that this will be changed.
 - Mike Funderburg made a motion to approve the budget. Julie Mullen seconded the motion.
- b. David Tadlock spoke about US Lawns.
- David reported that they are getting ready to start lawn applications. The second application will be April 2. He reported that spring came early this year, broadleaf control is good, and there is very little infestation. David will monitor and keep up with this.
 - David reported that he will get pine needle application scheduled and will keep Gwen Vinson informed of scheduling.
 - David stated that they will revise irrigation and landscaping work, water is exiting to the culvert, they will attach piping to existing piping, and they will re-sod the drainage area and add more colorful plantings to the fenced area on Pleasant Plains.
 - Judy Blevins reported that there has been a lot of careful negotiations with Paul Trotter, and we have tried to make Paul do what he needs to do. The Town of Matthews is also trying. We really need to get the irrigation fixed. It takes time and money.
 - Judy Blevins reported that we have asked David to give the board an estimate for all the work to be done. Some areas are not Trotter's responsibility and are at our expense. The expense may have to come from our savings if necessary.
 - Judy Blevins stated that the front entrance is the first impression to the neighborhood, and it offers value to everyone. Our homes are our biggest investment, and we have to take care of this.

4. ACC Committee
 - a. Judy Blevins stated the importance of the requirement that homeowners get approval first before making any changes to their property.
 - b. Judy Blevins stated that if you get a letter from Cedar Management, you are requested to take care of it right away. Homeowners do not have the right to bring down the value of their neighbors' property.
5. Elections to Board
 - a. Judy Blevins reported that each home represented at the annual meeting is given an opportunity to vote for nominees to the HOA board. Current nominees are Jackie Croft, Tony Wright, and Julie Looney to fill current vacancies. Homeowners are allowed to write in a nominee if desired.
 - b. Voting was completed and votes were counted by Sarah Wachtel, Cedar Management, with Clinton Hicks observing. The nominees were voted onto the board.
 - c. Marvin Armstrong moved to close the election. Mike Funderburg seconded this motion.
6. New Neighbor Recognition

The following were recognized as new neighbors since the 2020 annual meeting:

 - Rex and Jenny Savage – 5402 Poplar Knoll Drive
 - Kelly and Walt Schell – 5201 Poplar Knoll Drive
 - Sarah and Micah Kinnaird – 5323 Poplar Knoll Drive (closing on March 31, 2021 and moving in after that date)
7. Additional Business
 - a. Cheryl Rolph asked Sarah Wachtel from Cedar Management why it takes a long time for Cedar Management to post payments. Sarah explained that payments go through a number of hands before being posted. She further explained that unreliability of the mail has been their biggest headache. She stated that Cedar Management did not charge late fees for January dues because of this.
 - b. The drawing for the door prize of one month of HOA dues free (\$150 value) – won by Cal Deaner at 3626 Savannah Hills Drive.
 - c. Boris Neizvestny asked for clarification of neighborhood guidelines and who decided on them. Judy Blevins explained that the developer of the neighborhood (Trotter) wrote the guidelines, and they are the laws of the community. They were designed to create clarity. Boris stated that the rules should allow for amendments. Judy responded that there is a process in place for creating amendments, and the annual HOA meeting is not the time and place to make amendments. Homeowners can request a meeting of the ACC and the HOA board. Sarah Wachtel stated that when an amendment has been requested, 67 percent of homeowners will have to vote via secret ballot in order for the amendment to be passed. Sarah provided her email address of BOD@mycmg.com and stated that she is happy to answer questions.

Meeting End: 3:15 pm