

Charleston Village Homeowners' Association

Board Meeting Held on January 16, 2017

Charleston Village Clubhouse

Meeting Attendees

Board Members

Bob Nagel
Gary Laramee
Tim Ruff
Dave Senko
Alex Corvin

RS Fincher Representatives

Valarie Miller

Also In Attendance

Sandra McQueen
John Keating
Barbara Keating
Bob Sevio
Bernice Sunstroem
Connie Snyder
Rodney Overton
John Phillblade
John Barnshaw

A quorum was present and the meeting was called to order at approximately 6:30 pm by the board president.

Homeowner Forum

- Drainage issue on Castleburg (near entrance) was brought up by Bob Sevio.
 - Bob Nagel (president) noted that this is a discussion item for tonight's board meeting. Added that the HoA has discussed with an attorney how best to move forward with this.
- Bob Nagel noted that Valarie had contacted attorney to get information about upcoming development on holt road, specifically that developer would have to notify neighboring homeowners of any development plans.

- Increase of HoA dues was brought up by Barbara Keating. Questions as to whether there was notification of this.
 - John Phillblade noted that we received new payment coupons reflecting the new rates.
 - Bob Nagel discussed the reserve study that was commissioned to assess our future financial obligations.
 - Facebook was brought up as a potential venue for official neighborhood communications by Gary Laramee and John Phillblade. Noted that we try to keep this is informal communications and the board tries to stay out of it.
- Question was asked by Barbara Keating about status of bridge to be built by town over creek connecting our greenway to Sutton Place's. Connie Snyder (homeowner) noted that they had been in contact with Town of Apex about status. Update is that they have our approval, that Sutton Place's approval should be received this week, and that they are moving forward with budgetary planning to build the bridge.
 - Added that Town of Apex council meeting on February 7th will include discussion.

Open forum closed at approximately 7:05 pm by a motion by Tim Ruff, seconded by Alex Corvin.

HoA Meeting

President's Report

Due to the reserve study presentation, the president's report was not made until during the executive session. The contents of the president's report are as follows:

- I would like to take a minute to introduce the board for this coming year
- Replace a wooden rail on the fence by Castleburg and Templeton Gap (behind Karen Bingham's house)
- Reinstall railing on the steps going down to the pump house
- Remove deer stand and feeders from the woods behind Templeton Gap and put up posted signs
- Received the reserve study and presentation from Criterium – Giles Engineers on what we have to look forward to in the upcoming years as to improve and maintain the amenities and common areas in Charleston Village and the estimated costs of such
- Valarie contacted our attorney about the development on Holt Rd., we were informed by the attorney that the developer is required to contact all the homeowners within 300 feet of the development. Until the property closes there is little even the developer or builder can do until it is officially closed and the deed filed. Then the planned improvements on that property will be given to the Town of Apex. At that time we can have a better understanding of what is proposed. I also contacted the selling agent today. The preliminary proposal is for patio style homes. As you may or may not be aware, this could change. He did tell me that the Town is against any multi dwellings

such as townhomes, etc. As for what the agent has seen and the restrictions the Town of Apex has on the buffers that are adjacent to neighborhoods. The developer's plan as of right now is not to touch the pond area and leave it as is. This property is not slated to close until the end of this coming year. I looked in the MLS and closing is slated for December of 2017 because of all the red tape developers have to go through prior to closing on a property. The buyer also has to make sure what they have in mind is going to be approved by the Town of Apex's planning board. This includes the required meetings with the surrounding neighbors including Charleston Village residents, etc. so that we can have the opportunity to voice our concerns and hear what is planned.

- Sent message to RS Fincher about the trash receptacles at the playground not being emptied.
- Would like to bring up the proposal of having the playground inspected for safety purposes
- Would also like to follow up on having an electrical inspection done on the pool area and pumps, etc. (I would suggest we start by asking Pool Professionals for their recommendations seeing that they are our pool company and they have done such a great job in maintaining our pool, equipment, etc.)
- The Town of Apex has installed new signs on the paths pointing to Old Jenks and Sutton Place. On the other side of the creek, in Sutton Place they have a sign pointing towards Charleston Village So hopefully that's a good indication that they are going to construct a bridge over the creek. To the best of my knowledge, those paths for the most part have to be handicap accessible. So time will tell.

Violations Summary Report

Valarie Miller prepared a summary of all violations letters sent out in the period between 11/1/2016 and 1/3/2017. The contents of that report are as follows:

<i>Type of Notice</i>	<i>Number of Notices Sent</i>
<i>Clean/paint/replace mailbox/post (first notice)</i>	62
<i>Clean/paint/replace mailbox/post (second notice)</i>	16
<i>General exterior home maintenance (first notice)</i>	1
<i>Pressure wash home (first notice)</i>	13
<i>Pressure wash home (second notice)</i>	4
<i>Landscaping general violation (first notice)</i>	16
<i>Landscaping general violation (second notice)</i>	1
<i>Grass in driveway joints (first notice)</i>	1
<i>Mow lawn (first notice)</i>	3

Reserve Study Presentation

Presentation began at approximately 7:05 pm.

- A representative (Brent Blackburn) from Criterium – Giles Engineers was on site to discuss the results of their study.
- Representative gave a high level overview of scope and purpose of study.
- Tim Ruff requested an overview of what big expenses the neighborhood should expect in the near future (2 years)
 - Specifics are available in the report document.
- Bob Nagel noted that greenways in the neighborhood are maintained by the Town of Apex.
- Representative noted specifically the large line item of performing maintenance/repairs/improvements of ponds and drainage systems.
- Noted that when property is developed that we share the pond with that we'll need to get attorneys involved to determine easements and changes.
 - Developer will be required to add drainage apparatuses to get it up to code.
- Rodney Overton noted that we should look into feasibility of making insurance claims for various repair items (like clubhouse roof).
- Bob Nagel noted that all exterior doors on clubhouse were replaced about 7 years ago.
- Tim Ruff suggested moving carpet replacement cycle in clubhouse up to every 5 years (from 10 years) due to heavy use of clubhouse from rentals.
- Bob Nagel and Tim Ruff noted that the pool was last resurfaced approximately 6 years ago. Representative noted that he would push out the schedule for that.
- Sandy McQueen suggested including potential pool shade structure to the reserve planning.
- Tim Ruff noted that if an additional development occurs that adds a new entrance to the neighborhood we'll want to make sure to include planning for that.
- Started discussion of whether our existing reserve funding levels will meet our needs (they won't) and recommended alternatives for increasing our reserves to meet these needs (details are in reserve study document).
- Representative noted that he will update the study to take into account updated reserve funding levels for 2017 and get back to us with an update.

Presentation adjourned at 8:06 pm