

# CLEMSON DOWNS PROPERTY OWNERS ASSOCIATION

## A 55+ RETIREMENT COMMUNITY

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### CDPOA Board Minutes April 5, 2022 @ 2:00 pm

#### Call to Order

Denny Walling

#### Roll Call

Eunice Rowell

Board Members Present: Denny Walling, Karen McAlister, Paul Gable, Diana Manly, Betty Jane Fourspring, Eunice Rowell

Board Members Absent: Lamar Robinette,

Committee Chairs Present: Virginia Baird, Eldon Blust, Diana Manly, and Anne Snider.

Committee Chairs Absent: Sandy Yates, Susan Robinette (Betty DiTomasso represented Susan Robinette)

#### Minutes from March 2022 Meeting Electronically

Approved

#### Treasurer's Report

Betty Jane Fourspring

#### Committee & Coordinator Reports

##### ARC

*Betty DiTommaso in the absence of Susan Robinette*

The Architectural Committee met on Tuesday, April 5, 2022, at 10:00 am. In the absence of Susan Robinette, Betty DiTommaso oversaw the ARC meeting and presented to the Board the following applications:

- 1012 Keystone / Harold Olson: Crack fill and seal asphalt. Recommended and Approved by the Board
- 23 Downs Blvd / Joe Merck: Replace siding with Hardy Board and paint color was approved at March Meeting. Recommended by Committee and Approved by the POA Board in March 2022
- 308 Downs Boulevard / James and Carol Krider: Replace siding on garage with Hardy Board; Replace window in sunroom; Replace front door with full glass door; Repaint all with attached color. All four of these applications were Recommended by the Committee and Approved by the POA Board.
- 329 Kendra Place / Brenda and Stewart Zane: Repaint house, shutters, and front door (paint colors were attached); Install a 125-gallon white metal tank (propane) on side of house (photo was attached and the tank was not visible to the street)

All applications were recommended by the Committee and Approved by the Board on motion by Diana Manly and seconded by Betty Jane Fourspring

## *Communications & Welcoming*

*Anne Snider*

- Deadlines for the May *Communicator* are April 25 for submission of items to be included and April 28 for submission to CARC for copying.
- We will continue to update the online directory as new information comes in. The most recent version is posted on the website at [www.cdpoa.com](http://www.cdpoa.com)--Our Community—CDPOA Directory. The password is CD29631POA. There is one file sorted by last name and one by street and both are ready to be printed. Items changed or added after the printing of the 2022 directory will be highlighted in pale yellow.
- Three new residents were welcomed; more to follow.
- I'm working on updating forms on the website to reflect the new logo and tagline. Please make sure items (agendas, memos, reports, etc.) that are distributed to the members include that logo and tagline. I'll be glad to show anyone how to use the letterheads.

Anne continues to be complimented by the Board as she continues to update for all new residents and as she works tirelessly for our Clemson Downs community.

## *Common Properties*

*Virginia Baird*

- The CPC will need to reallocate money in the 2022 budget to cover these items. Any items over \$500 must be approved by the CDPOA Board.
- 1. Estimate \$3,760 (re-evaluate) – Clear and beautify keystone ditch entry at corner of Downs Loop and Hickory. Waiting for Ryan (Ground Effects) to meet and discuss what we can do for less than \$3,760.
- 2. Spread City mulch on Woodland Walk trail. We hoped that there was a possibility that a local Boy Scout troop would help with this project but that hasn't materialized. We do have another Clemson student who is volunteering and will add more mulch to the walk. The Committee is still discussing methods to combat the drainage issue.
- 3. Replace sprinkler part at the triangle damaged by the City and the section of irrigation cut by the gas company.
- 4. Trees at the Bayberry brush site. Discussion of the possible trees to be used. (James Hill approved trees at the CARC site but we will need utilities located.)
- 5. Rock needs to be placed at the end of Birch to disperse run off. (Completed March 30<sup>th</sup>)
- 6. Estimate \$320 (double ground hardwood mulch) – Spread a load of mulch at the triangle in front of the sign. This project was completed March 30<sup>th</sup>.
- 7. Estimate \$2,345 – Dig out the rock stream to facilitate the drainage at the Gazebo and add rock as needed. The supplier has been out of river rock but has come in and this project was completed on March 30<sup>th</sup>. The cost of this was paid from the Contingency Fund.
- The rock work at the bridge has been completed. This project was paid for from the contingency fund and not the Common Properties 2022 budget.

Since Ground Effects was renting equipment to move the rock, they also replenished the gravel at the end of Bayberry at the same time. Two heavy rains caused this area to wash out and they will be returning to repair it.

- Ornamental grasses were planted in the Bayberry median. The Bayberry residents were provided with a hose to water them. CARC cut the median this week and went

around the blue flags placed around the plants. The CARC/POA committee plans to add several dwarf crape myrtles to the median.

The committee did a preliminary shopping trip at Head-Lee nursery to discuss other possible plants. Another meeting was held on 3/31/2022 to discuss possible plants to use and we will go forward with more planting. Wendy Longo has located a Daniel student to help with planting and mulching.

- Approved by the POA Board in January – Most Common Property committee members agreed that it will be best to use the same “no parking on the grass” signs as CARC. The signs were ordered but were not substantial enough for our use. They are being returned and new heavy-duty signs will be ordered.
- The Garden house at the Gazabo will be opened shortly. We’ve been waiting for freezing temperatures to pass. Gary Newkirk has secured an individual to service it this year.

Below is a revised CPC budget –

<b>Common Properties Committee Preliminary Clemson Downs POA 2022 Budget revision April 2022</b>	
Bench maintenance	\$100
Lirope for median beautification - Downs Blvd.	\$400
Pots , trees, and grasses for median beautification - Bayberry	\$1,000
trees at brush trash site	\$1,000
mulch and labor to spread at Woodland Walk	\$500
remove wood from Woodland Walk stream and cement post at bridge	\$635
Unforecast	\$500
Gazebo - dig out ditch and add drainage rocks, paint cupola	\$2,345
Rocks at the end of Birch	\$1,500
repair sprinkler at triangle	\$500
tree maintenance	\$2,000
mulch triangle	\$320
inspection & maintenance of Keystone ditch	\$500
maintain gravel at the beginning of WW at Bayberry	\$300
<b>Total 2021</b>	<b>\$11,600</b>
2022 allocation	\$11,600

*Social*

*Diana Manly*

March was a very busy month for the CDPOA.

The April 1st First Friday was hosted by Nancy Portnow and Jan Gallaher. 18 people attended the First Friday get together including some new residents.

Holley Ulbrich will be the speaker for April. Flyers are ready to be distributed next week.

On March 30<sup>th</sup>, we had our annual spring Dinner which was chaired by Fran Moseley, Nancy Portnow, and Scarlet Thayer. We had 78 residents attend and we were entertained by the Clemson Jazz Ensemble. The food was excellent as usual.

Everything was great and we thank all those who assisted in making this event possible,

*Community Cable TV*

*Eldon Blust*

### **2022 Business Plan**

As of April 1, 2022, 86 homes in the Clemson Downs community had paid for and were connected to receive Community Cable TV for the year 2022 through payments submitted to the Treasurer totaling \$34,952.00. This exceeds the Vyve required minimum of 80 homes to maintain the current \$408.00/year fee structure without an increase. The \$34,952.00 collected will be paid out entirely to Vyve.

There are 51 homes in the community that have no current subscription to Community Cable TV. An information package was distributed (at no cost to the Association) reminding residents of these homes of the benefits (cost savings) of subscribing to the service.

*Rental*

*Sandy Yates*

Properties currently rented:

12 Birch. Currently rented. In compliance.

7 Little Lane. Currently rented. In compliance.

34 Hickory Currently rented. In compliance.

302 Downs Blvd. Currently rented. In compliance

1009 Keystone. Currently rented. In compliance.

505 Downs Loop. New Lease starts 1 April. Have requested owner send a copy.

620 Downs Loop Currently rented. In compliance.

### **Old Business**

- 1) Status of "55+" Project. Discussion of status, but not changes to Covenants or Bylaws. They will be addressed at the next special Board meeting on April 20<sup>th</sup>, 2pm, CARC Jackson Room.
- 2) Review of "Policies and Procedures of Clemson Downs Property Owners Association" manual for discussion on Board positions. Board members were asked to read/study the "Policies and Procedures of Clemson Downs Property Owners' Association" for further discussion at the Special Meeting on Tuesday, April 5<sup>th</sup>. Anne volunteered to go back through the Manual and hi-lite areas to be read and studied very carefully for further discussion at the Special Meeting on April 20<sup>th</sup>.
- 3) Discussion and request for Approval of Post Office box for CDPOA. Anne has researched this and the cost for Box rental will be in the area of \$156 per year. After discussion, the Board did not approve this request.

## **New Business**

- 1) Board review/discussion/potential action regarding City Engineer Nathan Hinkle's email regarding Clemson Downs' speed limit and Downs Blvd. repaving requests. Many questions were asked in reference to the letter(s) received from City Engineer Nathan Hinkle so Denny volunteered to request a meeting with the City Engineer prior to the May Board meeting.
  
- 2) Discussion of Ann Fuhr's request for member funding of Walmart certificates for CARC dining staff. Ann Fuhr reported on the Spring Dinner and asked permission from the Board to have "Tip" Jars/vases spaced within the room. This was a very profitable gesture, and **all** dining staff were generously tipped for their services.
  
- 3) The next Shed Sale will be on Friday, April 22<sup>nd</sup>.

Meeting was adjourned around 3:20 pm.