

CLEMSON DOWNS PROPERTY OWNERS ASSOCIATION A 55+ RETIREMENT COMMUNITY

CDPOA Board Minutes
August 9, 2022

Call to Order

Denny Walling

Roll Call

Eunice Rowell

Board Members Present: Denny Walling, Karen McAlister, Diana Manly,
Eunice Rowell, Paul Gable, Lamar Robinette

Board Members Absent: Betty Jane Fourspring

Committee Chairpersons Present: Virginia Baird, Susan Robinette, Diana Manly, Sandy Yates

Committee Chairpersons Absent: Anne Snider, Eldon Blust

Minutes from July 2022

Electronically Approved

Treasurer's Report

Betty Jane Fourspring

Attached

Committee & Coordinator Reports

ARC

Susan Robinette

1. Applications:
1010 Keystone Lane: David and Virginia Baird:
Add 3' x 25' brick wall w/metal gates on each end to front of house: Drawing presented
Recommended & Approved
2. 1021 Keystone Lane: Alisse Craig:
Add patio with concrete pavers in parquet design. Approximately 15'x14'
Recommended & Approved
3. 1002 Keystone Lane: Sandra Smith:
Replace gutters and downspouts color of trim: Color: Beige
Recommended & Approved

Communications & Welcoming

Anne Snider

Anne is on vacation – no report

Common Properties

Virginia Baird

Little Lane triangle – This sprinkler system has been repaired.

Do not park on the grass signs –. One has been placed on Little Lane to keep people from parking on the sprinkler head. One has been placed at each end of the Bayberry median. Another has been placed at each end of the Downs Blvd. medians. All were put on signs that are already in the ground. We may move some of the signs onto new posts as soon as we can dig holes.

Entrance to the Keystone ditch at the intersection of Hickory Way and Downs Loop – This area of weeds has been cut down. It may be added to the maintenance contract next year.

Keystone Common Property – Ground Effects has begun to clear the weeds growing on common property between 1008 and 1010 Keystone. The tree stump has been removed. Virginia needs to check back with Ryan regarding cutting of the weeds.

Bayberry brush site – After a number of rains, the path water coming down Bayberry takes to the left of the paved brush site reveals that there is a high spot about 2/3rds of the distance between the end of the blacktop and entrance to Woodland Walk. This is causing the ruts to form along the walking path. Ground Effects has determined a way to level this area and force the water to run into the woods without effecting our path. There are two possible corrections. The cheap one should work and would cost under \$500. It was suggested by Susan Robinette

Sign at the brush pile is faded and situated back in the woods and is not very readable. CPC has requested “ we purchase another sign stating only what is allowed on site”. Virginia has requested a meeting with CARC in hopes that CARC will pay 50/50 on the cost of the sign. Susan Robinette has also suggested that a Camera be purchased and placed somewhere on this site to keep community residents and/or visitors from depositing illegal items on this property. There will be an update at the September meeting.

Speed Limit signs –The City of Clemson has placed the speed limit signs that the POA has purchased. The Board wanted 2 more signs and they have been ordered. Virginia will check back with the City of Clemson to get an approximate delivery date.

Little Lane – The tree on common property that had numerous limbs hanging as low as 6’ over the yard at 1 Little Lane has been trimmed. The worst part Little Lane was on the CDPOA property. Denny will again discuss any other work that needs to be done with the owner of Little Lane.

July expenses:

Signs – \$61.55

Keystone ditch – \$150

Tree at Little Lane – \$500

Stump – \$200

Valve replacement (parts and materials only) – \$139.62

Total – \$1051.17

Remaining budget June 2022 – \$5107.25

July expenses \$1051.17

Remaining funds in 2022 \$4056.08

Speed limit signs \$ 588.17

Of the above balance of \$3,467.91, there are several projects where needed action is necessary:

- continuation of potty expenditures
- need mulch at the triangle
- there is a cable above the ground behind 13 Birch Place – This message has been sent to Eldon Blust who is on vacation.
- Hedges at the corner of Keystone and Downs Loop need attention (Denny will again discuss this with the owner). Some residents of Birch Place are issuing complaints about the “unsightly appearance of Birch Place” street asphalt.

Social

Diana Manly

There were 24 people at the August First Friday hosted by Jean Kuhn and Mimi Bopp. Hosts for the September First Friday will be John Gardner and Mary Brown. Thanks for all who made this event very enjoyable.

Community Cable TV

Eldon Blust

No Report - Chairman is on vacation; However, Eldon has received notice about an “above the ground cable” behind 13 Birch Place that needs attention.

Rental

Sandy Yates

Properties currently rented.

12 Birch Currently rented. In compliance.

7 Little Lane Currently rented. Request to rent, Clemson City permit and renewed lease were due in June. Owner and property manager have been contacted.

34 Hickory Currently rented. In compliance.

302 Downs Blvd. Currently rented. In compliance.

1009 Keystone Currently rented. In compliance.

503 Downs Loop Currently rented. In compliance.

505 Downs Loop. In compliance.

620 Downs Loop Currently rented. In compliance.

Report from CARC Board

Denny Walling

No Report

Old Business

1. Status of “55+” Project. Hopefully, we’ll soon have feedback on covenants and bylaws from attorney Ann Sullivan. Denny phoned Ann Sullivan for feedback on the Covenants and Bylaws and requested that the documents with recommended changes be returned by August 31st. Sullivan indicated that meeting that deadline should be no problem.
2. Status of 2 additional 25-mile per hour speed limit signs: What is the status for installation on Downs Blvd? Virginia will call the City of Clemson to get the pricing, delivery date and status for installation as indicated in her remarks under the Common Properties Committee.
3. Need continuing discussion on strategy for promoting “55+” among POA members before vote in November.

The urgency of this was discussed at length at the August meeting and will again be discussed at the September meeting.

New Business

Discussion regarding Board Member Nominating Committee for 2023.

This committee will consist of three POA residents of which one of the members will serve as chairperson.

Other business as may come before the Board:

Note: Due to board member personal commitments the date of the September CDPOA meeting has been changed. New meeting date: **Tuesday, September 6, 2022, 10:30 to 12:30** (immediately after the ARC Committee meeting in the Corley Center small meeting room.)

Other upcoming Dates of Interest that may not be on your calendar:

Informational Meeting: November 3, 2022 – Townhall Meeting – Large Corley Center meeting room. 2:00 – 4:00 pm

Annual Meeting: December 8, 2022 – 2:00 to 4:00 – Large Corley Center Meeting Room.

The CDPOA board members are diligently working in preparation for the Informational meeting as well as the POA Annual Meeting. We look forward to seeing you at these meetings.

Meeting was adjourned at 2:45 pm.

Respectfully submitted by:

Eunice Rowell, Secretary, POA Board
11 Birch Place
Clemson, SC 29631
864-993-2385

CDPOA YTD INCOME & EXPENSE VS. BUDGET**July 31, 2022**

	YTD Actual	2021 Budget	Difference
INCOME			
Operating:			
Membership: 138 homes @ \$300	41,400.00	41,400.00	0.00
Membership: 2 vacant lots @ \$90	180.00	180.00	0.00
Interest Income	4.32	12.00	-7.68
Late Fees	45.00	0.00	45.00
Rental Fines	0.00	0.00	0.00
2021 Year End Net Worth	26,995.14	26,995.14	0.00
TOTAL INCOME	68,624.46	68,587.14	37.32
EXPENSES			
Administrative:			
Ins., Taxes, L & P Fees	0.00	5,450.00	5,450.00
Annual Meeting	58.00	650.00	592.00
Business & Town Hall Meetings	28.00	1,050.00	1,022.00
Communicator	63.00	400.00	337.00
Phone Directory	0.00	250.00	250.00
Welcome Pack	40.42	75.00	34.58
Social*	549.20	1,124.50	575.30
Other Projects	0.00	1,000.00	1,000.00
Total Operating Expense: Administrative	\$738.62	\$9,999.50	\$9,260.88
Property:			
Irrigation Water	130.47	350.00	219.53
Mowing Contract	8,750.00	15,000.00	6,250.00
General Property Maintenance	8,132.09	11,600.00	3,467.91
Total Operating Expense: Property	\$17,012.56	\$26,950.00	\$9,937.44
TOTAL OPERATING EXPENSE (TOE)	\$17,751.18	\$36,949.50	\$19,198.32
Contingency Fund (15% of TOE)	5,907.36	14,768.02	8,860.66
TOTAL OPERATING FUND (TOF)	\$23,658.54	\$51,717.52	\$28,058.98
Reserve Fund (19.4% of 2020 TOF)	0.00	16,869.62	16,869.62
TOTAL EXPENSE	\$23,658.54	\$68,587.14	\$44,928.60

* Net of Ticket Sales and Expenses