

Minutes: CDPOA Board Meeting – January 11, 2022

Call to Order

Denny Walling

Meeting was called to order at 10:00 am

Roll Call

Eunice Rowell

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

Members Absent: None

Chairpersons Present: Virginia Baird, Eldon Blust, Diana Manly, Susan Robinette, Ann Snider

Chairpersons Absent: Sandy Yates

Minutes from December 2021

Denny Walling

Approved electronically

Treasurer's Report

Betty Jane Fourspring

See Attached

President's Report

Denny Walling

None, except for the president's introductory remarks in this month's "The Communicator."

Committee & Coordinator Reports

ARC

Susan Robinette

Applications:

1. 405 Bayberry: Michael and Cynthia DiAmore: install windowless garage door; paint it color of trim: approved color: SW Software #707.....

Recommended.....Approved

2. 1005 Keystone Lane: Valerie Boatwright:

a) Replace Roof: GAF Architectural Shingles: "Weathered Wood:(dark gray with brown flecks).

Recommended.....Approved

b) Replace existing sunroom with screened porch (elevations, details, footprint Submitted.

Recommended.....Approved

c) Paint Trim, gutters, Downspouts, Wood Siding: sw approved color Spaulding Gray #6074.

Recommended.....Approved
(Green garage door and shutters were **Not Recommended.....Not Approved**).

ARC Committee Members Nancy Bennett; Walt Castro; Ben Crosland; Betty DiTommaso; Eunice Rowell; Susan Robinette(Chair) and Paul Gable (POA Liaison)

Communications & Welcoming

Anne Snider

- Sessions, visitors, page views, and average time on our site remains steady. Walt Castro continues to update the Bulletin Board page. Many thanks to Walt.
- If you have taken photos around the Downs, feel free to send them to me or to Walt for posting in the “Around the Downs” photo gallery.
- Kathy McGee continues to visit newcomers. Let her know if you know of anyone moving in.
- Deadlines for the February *Communicator* are January 25 for submission of items to be included and January 28 for submission to CARC for copying.
- As you think of things to be included in the *Communicator*, please email me the information.
- Please remember to let me know if you make copies of anything through CARC so we can reconcile the bill when it arrives.
- Telephone Directory for 2022 should go to the printer later this week, and we hope it will be available for distribution by the last week of January. Deadline to turn the information in to CARC is today, January 11, by 3 pm. I have sent an informational email to all CDPOA residents with emails asking for updates.
- 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--Our Community—CDPOA Directory. 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. Residents, contact Anne Snider for password.
- There is a page on the website for posting forms and other items for use of board members. Go to www.cdpoa.com--About CDPOA—Board of Directors. The link is at the bottom of the page. Board members, contact Anne Snider for password.

Communications Committee Members for 2022

Communications Committee

Anne Snider (chair)

Walt Castro (website)

Jerdone Davis

Wendy Longo

Marion Sieffert & Tom McGuire

Delivery of Communicator, Flyers, Directory

Margaret Layne

Diana Manly

Fiona Neill

Katherine Newkirk

Dillman Sorrells

Harry Sutton

Janet Waugaman

Welcoming Committee

Kathy McGee (chair)

Spotters:

Jean Doerr

Marvin-Joe Merck

Eunice Rowell

Joanna Seitz

Eleanor Teal

Lynn Usry

Common Properties

Virginia Baird

Many items we had hoped to complete in 2021 are still pending. These and some 2022 items are listed in order of importance below. We will need to reallocate money for the 2021 items in the 2022 budget.

1. Keystone Drainage Ditch –
 - Inspection and maintenance of Keystone ditch was completed this week.
 - Clean out the drainage ditch behind 1008 Keystone.
2. Gazebo –
 - Clean out gutters at the Gazebo and paint the cupola.
 - Dig out the rock stream to facilitate the drainage flow through the pipe and then bring in some more rock for the dry stream bed.
 - Cut back the roses.
3. Birch – Rocks at the end of Birch for drainage.
4. Corner of Downs Loop and Hickory – Clear and beautify keystone ditch entry.
5. Woodland Walk –
 - Have City mulch delivered to the end of Downs Loop and spread it on Woodland Walk Trail. If possible, Gary Newkirk will organize volunteers to spread the mulch. When mulching Earle Anderson Park, the City of Clemson also mulched that end of the trail.
 - A number of trees had fallen in the creek and needed to be removed to keep stream bank erosion to a minimum.
6. Triangle – **Board approved purchasing and spreading rock for this project.**
 - Order and spread a load of City mulch at the triangle in front of the sign.
 - Replace sprinkler part at the triangle.
7. Rock or other correction measures where people cut corners at end of roads.
8. Bayberry brush site –
 - Trees planted at the Bayberry brush site.
 - Additional gravel added to the site to reduce erosion.

- Chuck Waugaman has negotiated the yearly maintenance contract with Ryan Smith and it was signed by Sandy Yates in December of 2021 and a signed copy was returned to Ryan.
- The CARC/POA committee met with Nathan Hinkle, acting City Engineer about the Downs Blvd. median. The work began and was completed this week. The City has asked us to keep a watch on the median and let them know how it works during the next rain.
- The CARC/CDPOA committee, headed by Wendy Longo, is looking into using large pots with small trees in them on the median at Bayberry. This is still the plan for next spring. In the meantime, the Bayberry residents agreed that we should plant Muhly grass in the median and we hope to begin as soon as we can locate the grasses
- We have had a problem with contractors parking on our medians. The Downs median is a drainage ditch and must be kept open. Deep ruts on the Bayberry median are unsightly. Deep ruts on Downs Blvd. at the end of Downs Loop make it difficult for walkers to get off the road when cars are approaching. A suggestion has been made to print “No Parking – soft shoulder” signs. We would like to print 6 signs in case of future need. The CPC will proceed if the POA Board approves. Don Manly handled purchase of the signs for Woodland Walk and has agreed to do the same for the “No Parking” signs. **Board approved \$150.00 for this Project.**
- Gabe, with our maintenance contractors, mentioned that they are having to remove leaves from common property several times due to homeowners blowing their leaves onto the common property. He indicated that since removing homeowners leaves from common property is not covered by our contract, they will need to bill extra.

Also, contractors are blowing leaves from private property into the green area between Bayberry and Summer Walk assuming this is common property. However, since there is no common property in this area, they are blowing leaves from private property to another. **The Board requested that this information be printed in the Communicator.**

Larry Reamer would like to discuss having the POA pick up leaves from private property that fall from trees on Common Property. This would add considerable cost to the budget since we would have to be consistent in the entire neighborhood. Also, since the POA is not allowed to pay for work on private property, determining which leaves fell from common property trees would be difficult and impractical.

- Larry Reamer who lives at 15 Birch Place and Gladys Vaughn at 30 Hickory Way are joining the Common Properties Committee along with Gary Newkirk also from

Birch Place. We are very pleased to have these neighbors joining us! Ann Fuhr is cutting down on her volunteer jobs and will be stepping down.

- Denny will follow up with Ltd. Owens at the City of Clemson requesting removal of Speed Poles

Common Properties Committee	
Clemson Downs POA 2022 Budget	
Bench maintenance	\$ 100
Liriope for median beautification - Downs Blvd.	\$ 400
Pots and tree for median beautification -Bayberry	\$ 500
trees at brush trash site	\$ 1,000
mulch and labor to spread at Woodland Walk	\$ 1,500
remove wood from whirlpool in Woodland Walk	\$ 500
Unforecast	\$ 500
tree maintenance	\$ 3,000
mulch triangle	\$ 500
inspection & maintenance of Keystone ditch	\$ 500
maintain gravel at the beginning of WW at Bayberry	\$ 200
WW Bridge maintenance and invasive species removal	\$ 2,900
Total 2021	\$ 11,600
2022 allocation	\$ 11,600
	\$ -

irrigation water	350
mowing contract	15,000
Maintenance	11,600
	26,950

Common Properties Committee -

Chuck Waugaman
Karen McAlister
Gary Newkirk
Gladys Vaughn
Larry Reamer
Virginia Baird, Chair, 864-650-5600
Lamar Robinette, Board Representative

Social

Diana Manly

Committee Members:

Diana Manly
Jan Gallaher

22 people attended the January 2022 First Friday get together which was hosted by Jan Gallaher and Diana Manly. The February 1st Friday will be hosted by Wendy Longo and Sandia Roche.

She was able to sign up hosts for the the year, although there are still 4 months to fill.(Virginia Baird and Karen McAlister volunteered to host in June '22.

She is currently working on getting speakers for the breakfasts in February, March, and April

The Gazebo, according to the ByLaws, has now been placed under the jurisdiction of the Social Committee.

---Karen McAlister will keep Reservations for the Gazebo; ---Gary Newkirk has volunteered to work on Gazebo maintenance; Virginia Baird has volunteered to power-wash yearly, water plants and sweep & blow-out debris

Cable TV

Eldon Blust

A committee of one (Eldon Blust)

It was reported that there are unburied Cable Lines behind #30 Hickory. Eldon is working on this.

Rental

Sandy Yates

A Committee of one (Sandy Yates)

Properties currently rented:

12 Birch – Currently rented. In compliance.

7 Little Lane. Currently rented. Request to rent overdue. Property manager contacted.

34 Hickory Currently rented. In compliance.

302 Downs Blvd. Currently rented. In compliance.

620 Downs Loop. Currently rented. In compliance,

1009 Keystone Currently rented. In compliance.

Report from CARC Board Meeting

No Meeting in December – no report.

Old Business

Tax status of POA creek property adjacent to 600 Downs Loop. Board voted unanimously not to pursue the usage of and/of the Tax Status of this property.

New Business

- 1) Discussion/Approval to move forward on “55 and Older” for Clemson Downs real estate purchase rights.

Several residents have approached Board members about designating “Clemson Downs” as a “55 and Older” purchase restricted property. After discussion, Denny would like to talk to people who have experience with this subject and will report back.

- 2) Schedule work session to assemble annual CDPOA billing packets with ARC changes included.

--Betty Jane Fourspring, Eunice Rowell, and Karen McAlister volunteered to assemble and mail billing packets.

- 3) Board Members Street Assignments for Street Representatives:

- a. Downs Loop – Diana Manly
- b. Keystone – Lamar Robinette
- c. Downs Boulevard – Paul Gable
- d. Birch Place & Little Lane – Denny Walling
- e. Kendra & Bayberry – Betty Jane Fourspring

- 4) Several Board and Committee members have suggested a change of time for Board meetings from 10am to 2pm on the second Tuesday of each month. Anne Snider will work on “room” availability.

Meeting was adjourned at 11:35 am

CDPOA YTD INCOME & EXPENSE VS. BUDGET

December 31, 2021

	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	20.05	35.00	-14.95
Late Fees	45.00	0.00	45.00
Rental Fines	950.00	0.00	950.00
2020 Year End Net Worth	6,724.82	6,724.82	0.00
TOTAL INCOME	49,319.87	48,339.82	980.05
EXPENSES			
Administrative:			
Ins., Taxes, L & P Fees	3,407.85	5,450.00	2,042.15
Annual Meeting	544.66	650.00	105.34
Business & Town Hall Meetings	1,058.92	1,025.00	-33.92
Communicator	201.12	400.00	198.88
Phone Directory	236.79	250.00	13.21
Website	352.31	350.00	-2.31
Welcome Pack	0.00	75.00	75.00
Social*	484.74	675.00	190.26
Other Projects	0.00	1,000.00	1,000.00
Total Operating Expense: Administrative	\$6,286.39	\$9,875.00	\$3,588.61
Property:			
Irrigation Water	292.32	250.00	-42.32
Mowing Contract	13,500.00	12,000.00	-1,500.00
General Property Maintenance	2,246.02	13,400.00	11,153.98
Total Operating Expense: Property	\$16,038.34	\$25,650.00	\$9,611.66
TOTAL OPERATING EXPENSE (TOE)	\$22,324.73	\$35,525.00	\$13,200.27
Contingency Fund (15% of TOE)	0.00	5,356.60	5,356.60
TOTAL OPERATING FUND (TOF)	\$22,324.73	\$40,881.60	\$18,556.87
Reserve Fund (19.4% of 2020 TOF)	0.00	7,458.22	7,458.22
TOTAL EXPENSE	\$22,324.73	\$48,339.82	\$26,015.09

* Net of Ticket Sales and Expenses

Total Income \$980.05 + Total Expenses 26,015.09

Cash on hand \$26,995.14

TV Collected \$33,286.00 Payments \$33,286.00

Dinner Collected \$1,925.00 Payment \$1,925.00