

**Regularly Scheduled Meeting**  
**CDPOA Board of Directors**  
**JULY 11, 2023 | 2:00 pm – Bistro, CARC**

**Board Members Present:** Virginia Baird, John Gardner, Karen McAlister, Lamar Robinette, Denny Walling

**Chair Members Present:** Eldon Blust (Cable TV), Susan Robinette (Rentals)

**POA Members Present:** Joyce Acton, Mary Dusenberry, Gladys Vaughan, and Marion Sieffert (Asst. Secretary)

**Call To Order – Chairman Walling:** The meeting was called to order at 2:00 pm. A quorum was declared based on the number of Board members present.

**Approval of Minutes – Chairman Walling:** Minutes of the June 13, 2023 Board meeting were approved electronically.

**Treasurer Report – Virginia Baird:** No new issues to report.

**Committee Reports**

**ARC Committee Report –John Gardner (Chair)** The ARC met July 10, 2023. Four (4) homeowner applications were received and approved by the Committee and submitted to the Board for approval, as follows:

*Acton – 616 Downs Loop:* The addition of a sunroom and office on rear of house; replacement of existing storage area in rear of house; and new paint (Cobble Brown) on siding. Although the ARC requested that the garage doors be painted the same Cobble Brown as the siding, the homeowners decided not to paint the garage now. The current color of the garage is not an approved color, but it is grandfathered in. When the homeowners decide to repaint the garage, it will have to be with an approved color. Homeowners also agreed to mover the “cat house” from the front to the rear yard.

*Brown – 6 Birch Place:* The opening of the roof to fix a leak and replacement of roof shingles as those current installed.

*Rogers – 11 Birch Place:* Replacement of driveway and walkway with new concrete (not painted).

*Vaughan – 30 Hickory Way:* Upgraded and revised request to install fence in back yard that meets the adopted fencing guidelines. Fencing was approved July 2022, but homeowners revised plan to meet guidelines.

**NOTE:** The ARC Chair advised that the Committee had been warned of possible lawsuit if the Board approves one request and denies another when both requests meet the current guidelines.

By motion made and duly seconded, the Board accepted the recommendations of the ARC Committee and approved all four (4) of the above requests by unanimous vote.

A fifth homeowner application was received and not approved by the Committee but submitted to the Board for consideration, as follows:

*Dusenberry – 1032 Keystone Lane:* The replacement of garage doors with new door with windows and painted with SW Color No. 6099 (Sand Dollar). The ARC Committee denied the request as the paint color is not within the current guidelines of LRV 58. Homeowner was present at the meeting and voiced her opinion that the Committee's action was arbitrary and inconsistent, but has agreed to wait until August when the Committee has finalized its revisions to the ARC color guidelines.

The Committee also advised that its survey of CDPOA members regarding exterior paint color is to be distributed this Friday, July 14. A copy of the survey is attached at the end of the minutes.

John Gardner, Chair, announced his retirement from the POA Board and as Chair of the ARC Committee effective September 15, 2023. John will be leaving Clemson Downs after the sale of his home at 1019 Keystone Lane. John's services to the Downs community and his service to the Board and POA have been much appreciated and will be greatly missed.

**Communications Committee Report:** No report.

**Common Properties Committee Report – Virginia Baird, Chair:** Virginia prefaced her remarks by advising the Board that because it is the busiest time of year for those that deal with property maintenance, it is (a) next to impossible to get contractors to fill out a printed bid form and (b) almost as bad to get their attention long enough to submit a text or even verbal bid. Therefore, the Committee has been unable to make much progress in addressing many significant property maintenance issues, the committee recognizes that many homeowners are concerned over the lack of maintenance.

**Woodland Walk** The paths on the Walk are getting muddy and need to be mulched soon. Committee is still soliciting volunteers., as well as still soliciting bids. The Committee will also contact Ryan Smith to see if he can do the work, and at what cost.

**600 Downs Loop** The common property adjacent to 600 Downs Loop at the creek is getting covered in kudzu and needs to be addressed immediately. The Committee will contact Ryan Smith to see if he can do the work, and at what cost.

**Common Area Maintenance Contract:** No progress has been made getting any of the contractors who had expressed an interest in bidding on the common area maintenance contract, to actually come see the property. A few asked the Committee to send them pictures, which the Committee is doing.

**Maple Tree at Gazebo:** The Committee received three bids to remove the dead maple tree (and stump) near the Gazebo, as follows: (1) John Senn, Red Leaf Landscapes bid \$1400 by text; (2) Aguilar Tree Service bid \$1500 by email; and (3) Mullinax Tree Service bid \$1700 by email. By motion made and duly seconded, the Board approved the bid by John Senn. David Baird has already called 811 to get a utility locate and will follow up with the timing for the project.

**Cupola at Gazebo:** The Committee is following up with Steve Eddy who submitted a quote of \$870 (\$72 per 45 hours) for cupola repair and Tim Hamilton whose prior bid of \$4450 including staining tables and railing around the Gazebo. No action was taken by the Board.

**Ditch at Intersection of Hickory Way and Downs Loop:** The common area adjacent to the creek has never been part of the common area maintenance contract, and it continues to be a separate job that Ryan Smith is asked to perform. The area has several small stumps and has to be cut with a weed eater. Gladys Vaughan (30 Hickory Way) asked permission to spread mulch in the area, which was gratefully accepted by the Board.

**Slow Down Signs:** The on-line company that provided the prior signs gave a \$45 refund for the incorrect signs. Ralph's Trophy Shop in Seneca can provide an 18x24 plastic sign for \$37.50. An example with purple background and white letters was encouraged with the words something like this (with "SLOW" being the largest word):

SLOW  
DOWN  
IN THE DOWNS

**Benches And Signs:** The plaque for the new bench in Woodland Walk, donated by Winnie Williams, has been received. David Baird sanded and painted a second bench donated by Gladys Vaughan, as the first bench donated by Gladys disappeared from CARC property. The second bench has been placed in Woodland Walk in place of an older bench. The older bench was moved to Walt Castro's property, with his permission.

**Chair Vacancy:** Virginia Baird reminded the Board that she would be stepping down as Chair of the Common Properties Committee for 2024 but will remain as a member of the Committee.

**Miscellaneous:** Other reports from the Committee included:

- (1) At the request of Marion Sieffert (31 Hickory Lane), the Committee had Ryan Smith remove a large branch from a pine tree located on the common area. The branch was hanging down about four feet above the ground on the homeowner's property.
- (2) At the request of Winnie Williams, David Baird worked on the erosion problem across common area behind the homeowner's property.
- (3) Complaints received about the unattractiveness of the corner of the lot at Downs Boulevard and Hickory Way, which is not common property. Chairman Walling will speak to the homeowner.
- (4) Complaint received about the height of the loropetalum bushes at the Downs entrance blocking visibility getting out onto Berkley Drive. Virginia is going to propose to CARC that Ryan cut them back and CARC/POA split the cost.
- (5) Gladys Vaughan still has orange and black cables running through her yard and has not had any luck getting Vye to bury the cables. Wendy Longo advised there were still cables near her home as well.

**Social Committee Report – Diana Manley, Chair:** No Report

**Cable TV Committee Report – Eldon Blust, Chair:** Report attached as Schedule B and incorporated herein by reference. Eldon will be calling all subscribers to explain this information.

**Rental Committee Report – Susan Robinette, Chair:** Lost one rental (302 Downs Boulevard) but added a new one at 12 Birch Lane, so still have five (5) rental properties.

**Report From CARC Board Meeting – Denny Walling:** No report.

## **Old Business**

**Nominating Committee:** Chairman Walling is working on forming a Nominating Committee to present five (5) candidates to serve on the Board of Directors.

**CPA Firm/Board Treasurer:** The Board is still working on a smooth monthly financial communication process between the Board and the outside CPA firm (Lindley & Pettigrew, CPA) hired by the POA. This effort may not be fully achieved until the Board finds a person to fulfill the Treasurer's position.

**Street Lights:** Chairman Walling reported that Cody Lingfeldt from the City's Engineer's Office agreed to perform an evaluation of our request for additional street lighting in Clemson Downs. Lingfeldt promised to report back in about two (2) weeks.

### **New Business**

**POA Website:** Chairman Walling reported that the CDPOA website had crashed and had been unusable for some time. Of immediate concern was fixing the fatal errors in the system and those services had been performed by Tom Windham of Windham Designs of Louisville, KY so that the system was now partially usable. By motion duly made and seconded, the Board approved payment of a \$500.00 invoice to Windham Designs.

On a go-forward basis, the Board discussed a contract proposal from Clemson Web Design to rebuild the website. The total fee would be \$2,400, payable in three (3) installments of \$800. By motion duly made and seconded, the Board authorized Chairman Walling to accept the contract and further approved payment of the first \$800.00 installment. These payments will come from the Board's contingency fund. Costs of ongoing maintenance and security of the website will be addressed at a later date.

**Insurance Coverage of CDPOA Property:** Chairman Walling presented the current annual insurance coverage from Cincinnati Insurance Company:

- (1) Gazebo \$21,880
- (2) Garden House: \$7,658
- (3) Woodland Walk Bridge: \$3,282

The Chair will clarify coverage and determine whether appraisals of the structures are required.

Meeting adjourned at 3:10 pm

Respectfully submitted,

Marion Sieffert  
Assistant Secretary

To: Clemson Downs Property Owners

From: Clemson Downs – Architectural Review Committee (ARC)

RE: Survey of Opinions on Home Exterior Colors

DATE: TBD

**Dear Homeowners:**

**The ARC is receiving a lot of questions, comments, and concerns about exterior house colors. We are surveying members so voices can be heard as we address possible changes. In the past, the ARC created a listing of preapproved colors for the exterior siding and trim of all homes in Clemson Downs. These colors have a common denominator of Light Reflective Values (LRVs) of 30 or below. These colors are darker colors in the brown, tan, and gray families of paint. Our community was designed with the idea that homes would be painted earthtone colors. Only non-white colors are approved. Please answer the attached questions as they relate to exterior colors of homes in Clemson Downs.**

- Does your household like the current earthtone color choices for home trim and siding that are darker in LRV?  
 Yes       No
- Does your household support lighter earthtone color choices for home trim and siding?  
 Yes       No
- Does your household like two-toned combinations on homes? (Trim one color with Siding, windows, or gutters a coordinating color)  
 Yes       No
- Does your household feel that all attached townhomes should be painted the same color?  
 Yes       No

**Please write any comments or concerns on the back of your survey. Please return your survey to John Gardner, ARC Chairperson at 1019 Keystone Lane, Clemson SC 29631. Call John with any questions at 803-427-7372. Deadline to return your survey is XXXXXXXX.**

Current Preapproved Colors:

Name	LRV	Manufacturer/ Number	LRV	Name	Manufacturer/Number
Van Buren Brown	11	Benjamin Moore HC-70	6.1	Coconut Husk	Sherwin Williams 6111
Stone Brown	14	Benjamin Moore 2112-30	8.2	Cobble Brown	Sherwin Williams 6082
Kendall Charcoal	19	Benjamin Moore HC-166	11.8	Special Gray	Sherwin Williams 6277
Fairview Taupe	19	Benjamin Moore HC-85	15.9	Cityscapes	Sherwin Williams 7067
Beigewood	22	Benjamin Moore 1007	24.2	Spalding Gray	Sherwin Williams 6074
Wildwood Crest	22	Benjamin Moore 1538	24.5	Poised Taupe	Sherwin Williams 6039
Blue Spruce	23	Benjamin Moore 1637	27.7	Software	Sherwin Williams 7074
Deep Silver	26	Benjamin Moore 2124-30	27.8	Dovetail Gray	Sherwin Williams 7018

# CLEMSON DOWNS PROPERTY OWNERS' ASSOCIATION

COMMUNITY CABLE TV COORDINATOR  
Eldon Blust

## REPORT TO BOARD MEETING FOR JULY 11, 2023

At present there are 74 active subscribers to Community Cable TV ("CCTV") as provided by the Clemson Downs Property Owners Association ("Association") through its Multiple Dwelling Unit arrangements with Vyve Broadband ("Vyve"). There are an additional four subscribers in process of connecting to receive the service but have not paid the Association the applicable fee for the balance of 2023. (The CCTV Fee is paid annually in advance. This payment is prorated for subscribers connecting after January of a given year.)

Of these 78 total CCTV subscribers, eight have previously installed Digital Video Recorders ("DVRs") provided by and have established direct accounts with Vyve. Some of the remaining 70 non-DVR CCTV subscribers may have established direct accounts with Vyve for some other telecommunications service, notably Internet.

Beginning in July 2023, Vyve will start digitally encrypting its television service offerings.

- As a result, 70 non-DVR CCTV subscribers currently receiving or in the process of connecting to receive CCTV service will lose the ability to view any television channels on their TVs unless arrangements are made for installation of Digital Transport Adapters ("DTAs") needed to continue receiving these services. These subscribers are entitled to up to two DTAs for two years. If more than two DTAs are required for a given subscriber, the additional DTAs can be provided for a monthly payment of \$5.00 for each additional DTA required. Ordering, installation, setup and authorization of all DTA's will require the establishment of an account in the name of the subscriber directly with Vyve. The details as to how this will be accomplished for the 70 non-DVR CCTV subscribers are currently under discussion with Vyve.
- Those CCTV subscribers with DVRs will exchange their DVRs for new DVRs if their current DVRs are not compatible with Vyve's encrypted digital television service and these subscribers will continue to be billed by Vyve at the same rate per month. These subscribers are also entitled to receive one DTA for one year for a secondary TV. If more than one DTAs is required for a given subscriber, the additional DTAs can be provided for a monthly payment of \$5.00 for each additional DTA required.