

**Regularly Scheduled Meeting
CDPOA Board of Directors
August 8, 2023 | 2:00 pm – Small Dining Room, CARC**

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

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

POA Members Present: Joyce Acton, Mary Dusenberry, Tom and Arlene Jouberts, Gladys Vaughan, Sandy Yates 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 July 11, 2023 Board meeting were approved electronically. However, at this meeting, and at the request of property owner Joyce Acton, the Board acknowledged an erroneous statement in the July Minutes. Upon motion made and duly seconded and by unanimous vote, the Board agreed to the following correction in the July 2023 Board Minutes:

The last sentence under the sub-heading Acton – 616 Downs Loop under the ARC Committee Report is hereby deleted from the July 11, 2023, minutes in its entirety and stricken from the record.

Treasurer Report – Virginia Baird: Virginia presented to the board the March 2023 Budget Report, a copy of which is attached hereto as Schedule A and incorporated herein by reference.

Committee Reports

ARC Committee Report –John Gardner (Chair). Two (2) homeowner applications were received and approved by the Committee and submitted to the Board for approval, as follows:

Harley – 27 Downs Loop: The replacement of roof shingles with like shingles.

Dusenberry – 1032 Keystone Lane: The replacement of garage door and front door with paint colors that met the existing ARC color guidelines; painting of the House and trim with paint colors that met the existing ARC color guidelines; and the addition of a screen porch that meets the ARC and City of Clemson guidelines.

By motion made and duly seconded, the Board accepted the recommendations of the ARC Committee and approved both of the above requests by unanimous vote.

Also, John reported to the Board a summary of the results of the Survey of Exterior Paint Color Options (a copy of which is attached to the July 2023 Board Minutes). The survey was distributed to all POA members in July, and out of one hundred forty-one (141) surveys sent to POA members, seventy-two (72) surveys were returned. That represents a fifty-one percent (51%) rate of return, which is an excellent return rate by survey standards. Most of the surveys had written comments with each question and those were compiled into one document and given to the ARC Committee members for review prior to this Board meeting. A summary of the responses received is as follows:

1. Question One asked if those in the household or visitors mention the overall appearance of the homes in Clemson Downs. Sixty-four (64) people responded. The results were almost equally split between positive and negative comments about the appearance and paint colors in the Downs.
2. Question Two discussed shutter colors being painted shades of brown, gray, blue or blackish green, and asked if shutter colors should be limited to those colors. Thirty-three (33) responses said yes, while thirty-one (31) said no.
3. Question Three asked about color ranges. People could mark more than one area on the survey. In response to the question: what color ranges does your household believe to be suitable for the exterior colors on homes in the Downs, the survey responses were as follows:
 - (a) Thirty-three (33) responses favored dark colors with an LRV of < 30;
 - (b) Fifty-four (54) responses favored neutral colors with an LRV between 31-50;
 - (c) Twenty-six (26) responses favored lighter than medium colors with an LRV between 51-60;
 - (d) Seven (7) responses favored light colors with an LRV of between 61-80.
4. Question Four asked whether two-tone colors be permitted on houses. Thirty (30) responses said yes; thirty-eight (38) responses said no.
5. Question Five asked whether attached townhouses should be painted all the same color. Thirty-eight (38) responses said yes; thirty-three (33) responses said no.

Revisions to Article 5 of the ARC Guidelines. John further reported to the Board that the ARC Committee has spent a considerable amount of time last week and over the past several months discussing paint colors, LRV values and individual homes. Several motions were made and seconded in Committee that did not have the necessary votes to pass. However, after receiving the survey results and a team effort in rewriting Section Five of the ARC Guidelines, the majority of Committee members approved a motion recommending to the Board that Item Five of the ARC Guidelines be deleted in its entirety and replaced with the language contained in Schedule B attached hereto and incorporated herein by reference.

By motion made and duly seconded, the Board, by unanimous vote, accepted the recommendations of the ARC Committee to amend Article 5 of the ARC Guidelines. However, since Article 5, Section 5 of the Declaration of Restrictive Covenants requires that any proposed revisions be subject to prior review and comment period for the CDPOA membership, this approval vote will be deemed preliminary, subject to the proposed revisions being distributed for review and comment to the CDPOA membership.

Communications Committee Report – Anne Snider, Chair: Anne submitted an update by email that she has started sending files to Daniel Seymour who is redoing the CDPOA website. She also asked that the Board encourage residents to keep their emergency contact information updated, which the Board will do.

Common Properties Committee Report – Virginia Baird, Chair: Virginia submitted the following report to the Board:

Mowing Contract: The Committee is still working from a list of possible contractors. The Committee is aware that all contracts need to be in place by the end of the year.

Projects Update

The common property adjacent to 600 Downs Loop at the creek has so much kudzu it is nearly at the road. The Committee voted and approved a bid of \$480 from Jose Rubio to clean out this area.

The paths of Woodland Walk were mulched right before our 3” rain last week and we did have some wash. Green Effects came back after the rain and took care of the wash and added the last of the mulch to the area beside the concrete pad.

Aaron D’Silva, a Clemson university student, has been volunteering and completed mulching the area from Downs Loop to the fence. He also mulched the walkway to the Downs Loop cul-de-sac bench.

The maple near the Gazebo at the end of the walkway that ends with the stone bench has been removed along with its stump and the other older stump nearby. We will plant a replacement maple this fall or winter. Larry Reamer suggested we stay with the native maple. We hope to get the replacement (possibly at no cost) from Trees Upstate.

Steve Eddy began repair work on the Gazebo cupola earlier this week, based on his email quote of \$870 or 72 hours at \$45 per hour. We got a 2nd estimate from Steve to pressure wash the gazebo and all the furniture. He repaired the bee holes and edges that had been chewed by the squirrels. He stained the pavilion and the furniture for \$1475. He will complete the work this week.

City mulch will be delivered this Friday and Green Effects will be spreading it in the triangle above Little Lane.

Sandi Rosche, who lives at the end of Birch, took care of the bench there and the landscaping. At one point, she was told she could not do anything on common property and since the area has looked overgrown and embarrassing. She purchased mulch, pots, flowers and cushions and plans to redo the area and take care of it herself in the future. I mentioned to her a couple of weeks ago that the current CPC would not object. The Board expressed their appreciation to Sandi for taking on this work.

The Committee has an estimate from Ralph's Trophy Shop in Seneca for an 18x24" Slow Down sign with a verbal quote of \$37.50. Chuck Waugaman has gotten us an estimate from "Signs of the Cheap" for 6 @ \$29.50 each + 38 shipping. He got another estimate from "Sign a Rama" in Anderson for 6 @ \$21.40 each with pick up from the store. We need to add reflective. He did get a \$46.55 refund from Smart Sign and can apply it to whatever we purchase. The Board approved the sample sign (blue background white letters) and approved getting six (6) signs from Sign a Rama to start with.

Social Committee Report – Diana Manly, Chair: Diana reported by twenty-eight (28) people attended the August First Friday hosted by Sandi Rosche and Susan Robinette. The September 1st First Friday will be hosted by Margaret Layne and Diana Manly (substituting for Mimi Bopp).

Cable TV Committee Report – Eldon Blust, Chair: Eldon reported that Vyve's upgrade to their transmission plant continues. About one-third of the Community Cable TV subscribers in Clemson Downs have been upgraded through the installation of new equipment. The remaining subscribers will be contacted by Eldon, as Community Cable TV Coordinator, to schedule their upgrades over the next two weeks.

Rental Committee Report – Susan Robinette, Chair: Susan reported there were no changes since her July report to the Board.

Report from CARC Board Meeting – Chairman Walling: No report as CARC Board did not meet in July.

Old Business

Chairman Walling reported the following updates to the Board:

CPA Firm: The Board continues to be pleased with the transition to an outside CPA firm (Lindley & Pettigrew, CPA).

Street Lights: Cody Lingfeldt from the City's Engineer's Office is working on the POA's request for additional street lighting in Clemson Downs.

CDPOA Website: Denny sent a \$500 payment to Tom Windham, Windham Designs in Louisville, KY for fixing the fatal errors in the POA's website to make it partially usable. He

also signed a contract with Clemson Web Design to rebuild the CDPOA website and sent them an \$800 initial payment (\$2,400 total contract).

Cincinnati Insurance Coverage: Discussion continued from last month concerning the issue of whether the Board wanted full replacement coverage of the bridge, gazebo and garden house or something less than full coverage. After discussion, the Board indicated a desire for full coverage. Denny Walling advised that the garden house could be fully covered with an additional payment of Sixty-Five Dollars (\$65.00) per year. By motion made and duly seconded, the Board approved by unanimous vote full coverage of the garden house for an additional payment of Sixty-Five Dollars (\$65.00) per year. Regarding an increase to full coverage for the bridge and gazebo, the Board will need to obtain replacement quotes from certified contractors.

Executive Session

The Meeting went into Executive Session at 3:20 pm and adjourned at 3: 35 pm.

Respectfully submitted,

Marion Sieffert
Assistant Secretary