

Regularly Scheduled Meeting  
CDPOA Board of Directors  
November 11, 2025 | 2:00 pm – Gable Residence

Board Members Present: Webb Smathers, Diana Manly, Jo Gable, Jerdone Davis, Karen McAlister, Nancy Palisin and Lois Torlina

Board Members Absent: None

Committee Chair Members Present: Anne Snider (Communications Committee)

Others Present: Marion Sieffert (Assistant Secretary)

Call To Order: President Smathers called the meeting to order at 2:00 pm. A quorum was declared based on all Board members present.

Approval of Minutes: By motion made and duly seconded, the Board members present unanimously verified prior approval of the minutes of the Board meeting from October 14, 2025.

Treasurer (Jerdone Davis) Report: Jerdone submitted a written Treasurer Report through November 11, 2025, a copy of which is attached hereto as Exhibit A and incorporated herein by reference. By motion made and duly seconded, the Board by unanimous vote accepted and approved the Treasurer Report.

President Report: Webb reported that the Town Hall Meeting went very well.

ARC Committee Report: Karen McAlister, Chair: Karen reported there was no Committee meeting but that one application from *45 Hickory Way* for fascia repair was received by email and recommended to the Board for approval as within permitted guidelines. The Board accepted the recommendation of the ARC Committee and by unanimous vote approved the above application.

Common Properties Committee Report – Nancy Palisin, Chair: Nancy submitted the following report to the Board:

*Tree Removal: Mullinax* is scheduled to remove the tree cluster across WW creek on Friday afternoon November 21, 2025. Kyle Young of Twin Brothers Trees cut down and removed wood of the two hazardous trees near the bridge in Woodland Walk—one on Bayberry side of bridge and the other where the bridge access path meets the main path on Camelot side. Cost was billed at \$3,600.00. Paid \$2,473.36 from bridge fund (taking this fund to zero) and remaining \$1,126.64 from CPC budget.

*Gazebo:* The Committee purchased a Service Berry and a Red Maple from Head Lee Nursery to plant at Gazebo along with second Service Berry donated by Gladys

Vaughan. These will be planted as soon as possible. Gary Newkirk will meet with Roland Lavore to show him how to close the toilet for the winter.

*Woodland Walk:* A large branch fell across the path to the bridge descending from Bayberry. Logan from Ryan Smith's crew cleaned up the path, hauling debris up to Bayberry refuge pile. His chain saw broke; had to leave the debris on the other side of the fence, which still needs to be cut and carried up to the refuge pile on Bayberry.

*Willow Oak assessment, Pruning and Removal along Downs Blvd:* Karl Pokorny, Arborist from TreeSouth came out and assessed the willow oaks along Downs Blvd on Tuesday, November 4, 2025. We are waiting for his results and also for assessment by Jonathon Simmons regarding shelf fungi on several of the Oaks, after which we will set up a pruning schedule with City Arborist Tony Tidwell and Public Works Director Cody Lingefelt.

Communications Committee Report – Anne Snider, Chair: Anne submitted the following report to the Board:

- Deadlines for the December *Communicator* are November 21 for submission of items to be included and November 24 for submission to CARC for copying.
- I would like volunteers to serve on an ad hoc committee starting in January (I will also ask for members of 2026 board) to review the website and suggest reorganization and branding refresh.

Social Committee Report: Lois Torlina, Chair: Lois reported a highly successful and well attended November First Friday hosted by Holley Ulbrich and Mary Brown. Everyone is reminded that reservations for the POA Christmas Dinner on December 16<sup>th</sup> are due by December 8<sup>th</sup>.

Rental Committee Report – Sandi Waskowski, Chair: Anne Snider presented a verbal report for Sandi that all rentals remain in compliance.

Report from CARC Board Meeting – Anne Snider: Nothing of interest to the POA.

The meeting was adjourned at 3:10 pm after which board members worked on stuffing the envelopes to send out information and ballots prior to the Annual Meeting.

Respectfully submitted,  
Marion Sieffert  
Asst. Secretary

**CDPOA TREASURER'S REPORT**  
November 11, 2025

**BANK TOTALS:**

As of 10-31-2025, the #5549 account had \$57,239.98.

**2025 BUDGET AND EXPENSES:**

See spreadsheet attached. As of October 31, 2025, we have \$18,346.73 remaining in the 2025 budget. Routine bills paid during September were the accountant's fee, City of Clemson irrigation, and the mowing contract. In addition, we paid Twin Brothers Tree Company \$3,600.00. As Nancy explained last meeting, \$2,473.36 of that total was taken out of the fund for Woodland Walk, bringing the Woodland Walk funds to \$0.00.

Attached is the spreadsheet for your information.

**Town Hall Meeting:**

Webb and I met prior to the town hall meeting to go over the proposed budget calculations for 2026. He and I presented these with very little discussion and virtually no questions from CDPOA members.

I am attaching the finalized copy that we will send out this afternoon for your information.

Respectfully submitted,  
Jerdone Davis  
Treasurer, CDPOA  
09-09-2025

Attachments

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	<b>CDPOA BOARD 2025 BUDGET -- EXPENSES</b>																		
2		2025 Budget	January 2025	February 2025	March 2025	April 2025 Expenses	May 2025 Expenses	June 2025 Expenses	July 2025 Expenses	August 2025	September 2025	October 2025	November 2025	December 2025	Total 2025 Expenses	Remaining Budget			
3	<b>EXPENSES</b>																		
4	<b>Administrative:</b>																		
5	Insurance	\$3,165.00	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$212.00	\$1,499.00	\$0.00			\$1721.00	\$1,444.00			
6	Attorney	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$2,000.00			
7	Accounting: Bookkeeping & Tax	\$1700.00	\$60.90	\$360.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$180.69			\$1441.59	\$258.41			
8	Copies/Stamps/Other	\$2,000.00	\$96.56	\$0.00	\$0.00	\$453.52	\$36.30	\$167.78	\$36.60	\$43.35	\$0.00	\$73.20			\$907.31	\$1,092.69			
9	Website	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1420.00	\$0.00	\$0.00	\$0.00			\$1420.00	\$180.00			
10	Social	\$1,166.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36.97	\$0.00	\$0.00	\$0.00	\$37.98			\$74.95	\$1091.05			
11	<b>Total Operating Expense: Administrative</b>	<b>\$11,631.00</b>	<b>\$157.46</b>	<b>\$370.00</b>	<b>\$120.00</b>	<b>\$573.52</b>	<b>\$156.30</b>	<b>\$324.75</b>	<b>\$1576.60</b>	<b>\$375.35</b>	<b>\$1619.00</b>	<b>\$291.87</b>			<b>\$5,564.85</b>	<b>\$6,066.15</b>			
12	<b>Property:</b>																		
13	Irrigation Water	\$450.00	\$15.23	\$4.62	\$4.62	\$5.95	\$20.09	\$37.77	\$21.86	\$34.72	\$33.25	\$31.31			\$209.42	\$240.58			
14	Mowing Contract	\$21,000.00	\$1,500.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00			\$17,700.00	\$3,300.00			
15	General Property Maintenance	\$11,100.00	\$0.00	\$0.00	\$106.99	\$50.00	\$0.00	\$75.53	\$895.00	\$0.00	\$0.00	\$1232.48			\$2360.00	\$8,740.00			
16	<b>Total Operating Expense: Property</b>	<b>\$32,550.00</b>	<b>\$1,515.23</b>	<b>\$1,804.62</b>	<b>\$1,911.61</b>	<b>\$1,855.95</b>	<b>\$1820.09</b>	<b>\$1913.30</b>	<b>\$2716.86</b>	<b>\$1834.72</b>	<b>\$1833.25</b>	<b>\$3063.79</b>			<b>\$20,269.42</b>	<b>\$12,280.58</b>			
17	<b>TOTAL OPERATING EXPENSE (TOE)</b>	<b>\$44,181.00</b>	<b>\$1,672.69</b>	<b>\$2,174.62</b>	<b>\$2,031.61</b>	<b>\$2,429.47</b>	<b>\$1,976.39</b>	<b>\$2,238.05</b>	<b>\$4,293.46</b>	<b>\$2,210.07</b>	<b>\$3,452.25</b>				<b>\$25834.27</b>	<b>\$18,346.73</b>			
18	<b>2024-2025</b>																		
19		<b>WOODLAND</b>	<b>WALK</b>	<b>DONATION</b>	<b>AND</b>	<b>INS. PAY</b>								<b>GFM FEE</b>	<b>PAYOUTS</b>				
20	DATES	Sept. 24	Oct. 24	Nov. 24	Dec. 24	Jan. 25	Feb. 25	Mar. 25	25-Apr	25-May	25-Jun	<b>TOTALS</b>						<b>Taxable TOTAL</b>	<b>Balance with Insurance</b>
21	CDPOwners Income		\$3,875.00	\$450.00	\$280.00	\$100.00	\$1,000.00	\$2,000.00	\$50.00			\$7,755.00						\$7,755.00	
22	Cincinnati Insurance Pay	\$3,282.00										\$3,282.00						\$3,282.00	\$3,282.00
23	GoFundMe Income		\$3,650.00									\$3,650.00	\$113.07					\$3,536.93	
24	Mod.Wdmen of Am.				\$1,135.15							\$1,135.15		\$1,135.15	D. Bagwell				
25	Other Donations				\$100.00	\$50.00	\$1,150.00		\$30.00			\$1,330.00						\$1,330.00	
26												\$17,152.15						12,621.93	
27														\$12,000.00	Clemson			\$621.93	
28														\$535.00	Ground			\$86.93	
29														\$895.57	Ground			\$0.00	
30														on 8-4-25					
31														Twin Bros		\$2,473.36	on 10/25/25		B: \$0.00 for Oct.
					CONTINGEN CY:	\$4,418.10			IRS:	\$2,537.39	BAL: \$1,880.71								

**CDPOA Budget Presentation  
2021-2025 plus Proposed 2026 Budget**

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	Proposed 2026 Budget	
<b>Income</b>							
Membership: 138 Homes @ \$300 each	\$41,400.00	\$41,400.00	\$41,400.00	\$41,400.00	\$ 41,400.00	\$ 55,200.00	138 Homes @ \$400
Membership: 2 Vacant Lots @ \$90 each	\$180.00	\$180.00	\$180.00	\$180.00	\$ 180.00	\$ 240.00	2 Vacant Lots @ \$120
Interest Income (Approximate)	\$35.00	\$12.00	\$12.00	\$45.00	\$ 47.00	\$ 45.00	Interest Income
<b>Year End Net Worth (Approximate)</b>	\$6724.82	\$26995.14	\$26994.06	\$24869.62	\$ 17534.29	\$ 14980.29	
<b>APPROXIMATE INCOME</b>	<b>\$48,339.82</b>	<b>\$68,587.14</b>	<b>\$68,586.06</b>	<b>\$66,494.62</b>	<b>\$ 59,161.29</b>	<b>\$ 70,465.29</b>	
<b>Expenses</b>							
<b>Administrative</b>							
Insurance	\$5,450.00	\$5,450.00	\$3,100.00	\$3,165.00	\$ 3,165.00	\$ 4,500.00	
Taxes/Accounting Fees			\$350.00	\$1,700.00	\$ 1,700.00	\$ 1,700.00	
Attorney				\$2,000.00	\$ 2,000.00	\$ 2,000.00	
Copies/Stamps/Other	\$3,400.00	\$3,425.00	\$3,529.50	\$2,544.00	\$ 2,000.00	\$ 2,000.00	
Website	\$350.00		\$350.00	\$1,600.00	\$ 1,600.00	\$ 1,600.00	
Social	\$675.00	\$1,124.00	\$980.00	\$1,166.00	\$ 1,166.00	\$ 1,166.00	
<b>Total Administrative Expense</b>	<b>\$9,875.00</b>	<b>\$9,999.50</b>	<b>\$10,309.50</b>	<b>\$12,175.00</b>	<b>\$ 11,631.00</b>	<b>\$ 12,966.00</b>	
<b>Property</b>							
Irrigation/Water	\$250.00	\$350.00	\$350.00	\$450.00	\$ 450.00	\$ 450.00	
Contract Mowing and Landscaping	\$12,000.00	\$15,000.00	\$18,000.00	\$18,000.00	\$ 21,000.00	\$ 21,600.00	
General Property Maintenance	\$13,400.00	\$11,600.00	\$11,000.00	\$11,000.00	\$ 11,100.00	\$ 15,000.00	
<b>Total Property Expense</b>	<b>\$25,650.00</b>	<b>\$26,950.00</b>	<b>\$29,350.00</b>	<b>\$29,450.00</b>	<b>\$ 32,550.00</b>	<b>\$ 37,050.00</b>	
<b>Total Operating Expense (TOE)</b>						<b>\$ 50,016.00</b>	
<b>Contingency Fund Payment</b>						<b>\$ 5,501.76</b>	11% of TOE
<b>Final Budget Amount</b>	<b>\$35,525.00</b>	<b>\$36,949.50</b>	<b>\$39,659.50</b>	<b>\$41,265.00</b>	<b>\$ 44,181.00</b>	<b>\$ 55,517.76</b>	

Please note that 2025 expenditures will not be finalized until January 2026.

Clemson Downs POA  
Common Properties Report  
To CDPOA Board - November 11, 2025

**Tree Removal**

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**Common Property Upkeep**

Still working on solution for Common Property runoff causing flooding near HVAC unit on side of 15 Birch. Estimate for French drain received from Ryan Jones, Geometrix, Inc. \$3,400.00 and approximately \$2,000, depending on cost of gravel from Eddie Putman. However, Eddie feels French drain in the area not the best solution.

**Willow Oak assessment, Pruning and Removal along Downs Blvd**

Karl Pokorny, Arborist from TreeSouth came out and assessed Willow Oaks on Dpwns Blvd. Tuesday, November 4, 2025. Waiting for his results and also for assessment by Jonathon Simmons regarding shelf fungi on several of the Oaks, after which we will set up a pruning schedule with City Arborist Tony Tidwell and Public Works Director Cody Lingefelt.

## **Communications Committee Report for November 2025**

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# November 2025 CDPOA Rental Report

12 Birch Place Compliant

7 Little Lane Compliant

34 Hickory Compliant

29 Hickory Way Compliant

Sandra Waskowski

Submitted November 11, 2025