

This month's minutes also include the minutes of a special work session that was held on the evening of November 7th, 2024. The special meeting minutes appear at the end of the regular monthly minutes.

***NOTE* These minutes are posted, but not approved, by the Board of Directors. Approval will be voted on at the next regular board meeting. Until then they are to be considered pending.**

Three Colonies Homeowners Association Board of Directors Meeting

November 25, 2024

Board Members Present:

Jack Smith, Nancy Melton, Cindy McCormic, Karen Stein and Walt Mingle.

Brian Gaskell arrived late (work commitment)

Treasurer: Deenie Rafferty

Secretary: Pete Horne

Call to Order / Welcome:

Mr. Smith called the meeting to order at 6:30 PM and welcomed all community members to the meeting.

Tonight, we welcomed members of the Fayetteville Police Department (FPD) to speak to our members present. The FPD representatives shared the calls for service received for our community this month as well as provided tips for safe shopping tips during the holiday season.

FPD shared information regarding 'Pack the Cruiser'

The officers also informed the community that the FPD is working with a deficit of approximately 130 officers. Even with the shortage of officers, overall crime numbers are down; however, youth crime is up. In closing, they reminded all to be cautious of fraudulent calls from persons claiming they are calling from FPD and asking for payment (suggesting using gift cards, etc... for payment)

Mr. Smith opened the floor to any community member(s) requesting to speak.

The following concerns were shared by residents:

- Resident shared receipt of an email which cast doubts on the transparency and ethics of our current board. Resident disapproved of the accusations and thanked Ms. Melton, Ms. Rafferty and Ms. Horne for their work on the community finances and thanked the entire board for their work on behalf of our community.
- Resident stated that emails are private and should not have been shared
- Resident stated the HOA meetings have been contentious for months
- Resident is unclear how the Rules/ Regs came together. Referenced the mission statement and feels the board should invite others in decision making
- Too many signs at front entrance
- Feels that trash cans should not be visible from the road
- Suggested increasing the charge for use of the corral

- Resident stated the email sent to many residents regarding the board and their actions was not slanderous
- Are we requiring 1st page of lease from renters
- Did the board receive 3 estimates for the new website
- Have the Keg Ct and Gem Ct liens been resolved
- Feels Ms. Melton should abstain from votes involving Ms. Horne
- Why have a TV in the clubhouse
- Questioned the \$10,000 set aside in the budget for legal services

Mr. Smith opened by reminding residents that we currently have vacancies on our board of directors. Please contact a board member if you are interested in serving. Mr. Smith also reminded all that we do not have a HOA Board meeting in December. We will resume in January.

Ms. Melton stated the annual letters will be mailed to all homeowners by December 1. The letter will include:

- The yearly budget
- Envelopes for homeowners to submit monthly payments
- Per lot monthly dues
- Numerous accomplishments and improvements
- Forthcoming projects
- Important maintenance and property management information
- Reminder to please check the website for information

Ms. Melton has contacted the company that handles the insurance for Three Colonies to inquire about concerns expressed regarding responsibility for moisture under some of the townhomes. Some residents shared their concerns that mold may be present. Ms. Melton was told that Three Colonies does not maintain insurance on townhomes. Homeowners insurance is the owner's responsibility. The insurance company suggested that residents consider installing vapor barriers under their homes. It is best if all residents in each building install the barriers; however, the board cannot require the barriers.

Mr. Smith shared that work will begin soon on the process for assessments and roofing of the townhomes. We know this process will be lengthy and this board wants to allow residents as much time as possible to pay the assessments while still maintaining our roofing needs.

Consent Items:

Ms. McCormic made a motion to accept the resignation of Ms. Hair. Ms. Melton seconded the motion and the board members present approved unanimously.

Mr. Smith made a motion to accept the October HOA meeting minutes. Ms. Melton seconded and the board members present approved unanimously.

Ms. Horne stated that she continues working on balancing all homeowners accounts by the end of the year. Some residents have a balance due and some have credits. The homeowners have been contacted and asked to pay appropriately to balance accounts.

Ms. Rafferty provided a detailed monthly finance report. She asked for anyone with questions to please contact her. She will be happy to answer your questions or set an appointment to meet with you if needed. Ms. Melton made a motion to accept the Treasurers report. The motion was seconded by Ms. Stein and unanimously approved by the board members present.

The minutes for tonight's meeting are not necessarily split into content area (ex: Colony I, Pool, Security, etc.) because we have many board members serving in multiple areas. As all areas are being covered, I will post tonight's minutes as provided by each member.

Ms. Melton shared information regarding the pool. The pool currently has two leaks. We are waiting for estimates for repair costs.

Ms. Melton asked for all residents to contact her if you change vehicles or add/remove a vehicle. The registration card must be updated and stickers returned when a vehicle is sold.

Ms. Melton is working with the landscapers to address some old, overgrown shrubbery in common areas. At some point, the plan is to remove some of the shrubs. Additionally, the landscaper found the corral fence has been cut. We will have the fence repaired. Ms. Melton reminded everyone to be vigilant and aware of your surroundings.

Ms. McCormic invited everyone to join the holiday caroling in the neighborhood on December 15 at 6:00 PM. More information will be sent by email; however, please save the date. We will have holiday snacks at the clubhouse after caroling and children will receive a special 'goodie stocking'. *Please RSVP by the date on the flyer.*

Ms. McCormic updated everyone on current maintenance issues on Fen and Dow Courts. Ms. McCormic is meeting with one contractor on Friday to obtain estimates. One of the Dow Court issues is due to homeowner negligence. The homeowner does not live in the property. Ms. McCormic has contacted the homeowner and stressed the repairs must be done immediately.

The violation letters being mailed have a January 15, 2025 correction date. Please contact the board if you receive a letter and have circumstances that require additional time for correction.

Ms. McCormic is numbering the pages of the Rules and Regulations (as requested by a homeowner). Ms. Horne will work with Mr. Mingle to see if page numbers can be added to the minutes going forward.

Ms. McCormic stated that the new website will have the option for online payments if homeowners choose to use the service. Our current website is outdated and it is time to upgrade to a newer site with improved options. The new website will be mobile friendly and integrate new technologies to improve overall performance. Multiple board members will be trained to use the new website so we will have 'back-up' web managers.

Ms. McCormic clarified that we are following finance and accounting guidelines. All bills paid must and do have invoices. Purchases must have purchasing requests along with receipts.

Ms. McCormic asked audience members to serve on committees. She asked Ms. Lusardi to serve on the Mediation Committee, Ms. Van to serve on the Finance Committee, Mr. Johnson to serve on the Finance Committee. She asked Ms. Howell and Mr. Parker to serve on the Architectural Committee. Most stated they would consider and respond back to Ms. McCormic.

Ms. Stein stated that violation letters are being mailed. She provided her Three Colonies email address for any resident with questions. Email address may also be found on the Three Colonies website.

Ms. Stein also reminded all homeowners with plans to make any changes to their homes, please submit an Architectural request before any work is started.

Mr. Mingle stated the current website is working fairly well. A recent issue with publishing the meeting minutes has been corrected. He is looking forward to changing to the new website.

Mr. Mingle added that, contrary to a recent resident email regarding solar panel policies, HOA's can restrict installation and location of solar panels. The solar panel policy can be found on our website.

In response to the recent email sent to many residents, Ms. Melton stated our yearly budget sets goals for yearly expenditures and community improvements. The finance committee, along with the board, is focused on being good stewards with the homeowner's financial interest in Three Colonies HOA.

The TV in the clubhouse was budgeted in hopes to allow more community members to join our monthly meetings through online access. Many homeowners do not live in the community, are not comfortable with being out at night, have small children or any other reason. Additionally, we could possibly use the TV for community events.

Regarding the signs posted at the front of the community: we must keep 'no soliciting' and 'towing' signs as they have been beneficial when we have violators in the community.

Since Ms. Melton has taken over security, only one vehicle was towed. Most violations are illegal parking. She tries to provide two warnings and asks for the violator to contact her to possibility work out an alternative.

Ms. Melton stated the board is looking at the possibility of increasing corral fees.

Ms. Melton explained the lien process the board has gone through with the Keg and Gem Court properties. She explained to the residents that once the liens are paid, the liens come off and we have to start the process over again because these particular homeowners do not continue to pay dues. This has been a continual process for several years.

Mr. Gaskell continues to pursue playground replacement equipment as well as answers to nominating committee questions.

Ms. McCormic asked for input regarding continuing Bunco. She also asked for newsletter items by Friday.

Ms. McCormic shared that trash cans should not be seen from the road. Pots, planters, etc are not to be placed on common ground where they impede landscapers work. Residents have been asking for months to have rules enforced. The board is trying to enforce rules and ask that all follow rules and regulations.

Ms. Melton reminded all that the event planned for December 15th is a family event and hopes that all will participate and enjoy. Please let Ms. McCormic know if you are aware of shut-ins in our community. We would like to provide shut-ins with a small gift of treats during our caroling.

Ms. McCormic made a motion to adjourn. Ms. Melton seconded the motion and the board unanimously approved.

Mr. Smith again opened the floor to any resident wishing to speak.

- Resident stated that the mass email was created/prompted by her – not the sender of the email.
- Resident asked if we are requiring the first page of the lease for renters? Answer – yes
- Resident asked about cameras purchased some time ago. What happened to them? Answer – several board members which were part of previous boards when the cameras were obtained stated the cameras were no good. The images could not be used to determine any features to identify suspicious persons. Three of the cameras did not work at all.
- Resident asked about the cameras installed along the railroad fencing. Answer – they were not cameras, they were motion lights installed by previous board member.
- Resident asked about the Harvest Fest – Answer – it was not particularly successful maybe a few less participants than last year. Possibly 50?
- What is being done about the home under construction on Keg Ct? Answer – the violation will result in a letter being sent to the homeowner.
- At what point are we initiating liens? Answer – the board is looking at 120 days past due. Resident feels it should be 30 days.
- Why the increase in pool expenditure this summer? Answer – we did not have a board member to assume the pool responsibility. Therefore, we had to hire a pool supervisor for a few hours each week in order to keep the pool open.
- Shared crawlspace under townhomes. Answer – all townhome buildings share one crawlspace with crawlspace doors on each end of the buildings.
- Roof assessment? Answer – the board will begin the process to re-roof the townhomes. Informational meetings will be held with the homeowners.
- Maintenance person on contract? Answer – The contractors we use are paid based on each job performed.
- Increase in HOA dues. Answer – HOA dues can only be increased by 5% each year. We had no increase in dues for 2024. Dues will increase by 5% beginning January 1, 2025.
- Thanked the board for tonight's meeting and looks forward to new community events.
- Can we change our insurance to cover the townhomes? Answer – townhome homeowners are responsible for their own homeowners' insurance. Resident asked for a statement from our insurance company to say that the HOA does not cover issues that occur under townhomes.
- When will gutters be cleaned? Answer – gutters will not be cleaned again until next quarter.
- Dead grass in yard. Answer - Mr. Gaskell suggested getting a free, soil sample test. Contact the NC Agricultural Extension office for assistance.

Ms. Stein stated that this board works very well together. Although we do not always agree, we work together for the best of our community. Every member of the board is open to community input.

Ms. McCormic stated that all should be careful with what is stated in mass emails. Especially when the information insinuates and wrongdoing.

The meeting ended at 8:30 PM.

Minutes taken by Pete Horne

Please be vigilant and secure your belongings. Never leave your vehicles unlocked.

The board encourages all residents to review the rules and regulations at www.threecolonies.com

Please contact the Architectural Committee before making any changes on the exterior of your home.

We hope all residents are following the Three Colonies Facebook page and checking your email for information regarding the community.

ADDITIONAL DETAILS FOR REFERENCE

JAN - Repairs Bldg. - Replace siding on clubhouse from storm \$557

JAN – Money MKT Reserve Fund - Additional Deposits = \$1413.77, \$4760.21, \$3065.65

FEB – Money MKT Reserve Acct - ck#6988 \$23,500 - removal of 30 trees from Prime Lawn Tree Service

FEB - Bank Service Charges - \$406.29 = Order checks and supplies

FEB - Colony 1 - \$1,025 = 4619 Keg Ct - window repair & 4622 Keg Ct - replace shingles

FEB – Money MKT Reserve Acct - \$16,875 = Balance of Fence Installment

MARCH - Repairs Bldg. - \$149.76 = 2 tables - Board approved for office improvement at Clubhouse

APRIL - Legal Fees - \$1,360.75 = Invoice #15764 - \$518.75 and Invoice #15818 - \$842.00

APRIL - Repairs Bldg. - \$450 = shred services \$300, equip removal \$150 - Board approved for office improvement at Clubhouse

MAY - Security Guards/Contract = \$10,783.75 Includes May 1-24th for \$3959.75 to Signal 88, May 25-31st for \$1,274.00 to Parker Security, and Invoice #370667 for Jan to \$5,550 to Signal 88

MAY - Repairs Bldg. = Drywall repairs around windows in Clubhouse, paint, materials & labor = Not a budgeted item will come from MMKT acct \$2000

MAY - General amenities - \$123.05 tested backflow

MAY - Refunds = J Hulsey, 4628 Fen Ct - \$120 check for refund of dues

MAY - (Misc.) = 4606 Gem Ct - \$80 non-budgeted lawn maintenance

MAY – Money MKT Reserve Fund = \$2200 to Prime Tree Service - remove 2 trees; grind stumps; removal behind townhouse

JUNE - (Misc.) - 4606 Gem Ct - \$100 Clean Out

JUNE - Repairs Bldg. - \$208.63 monitor for Secretary = approved and included in 2024 Budget

JUNE - Repairs Bldg. - \$1091.40 Vics Heating and Air repair 3 units at Clubhouse

JUNE Colony 1 = \$2,730 gutter cleaning - Gails Cleaning Services

JULY - Clubhouse Repairs = \$150 Clubhouse Bathroom Door Lock replacement

JULY - Colony 1 = \$3,850 John Hyatt for repairs at 4603 Fen Ct \$200, 4605 Dow Ct \$200, 4613 Dow Ct \$250, and 4624 Fen Ct replace steps \$3200, Sherwin-Williams 5 gallons paint \$294.20

JULY - Repairs Bldg. - \$870 to Smelcher Contractors for 10 feet; fence repairs & replacement due to thieves

JULY - Legal fee reimbursement = \$842.00 for 4614 Keg Court

JULY - Security Guards/Contract - \$8,199 Increase patrols and nightly drive arounds due to break-ins

JULY – Money MKT Reserve Fund - Board Approved for Treasurer and Secretary \$2,500 each for Data Entry from January thru July and Security Cards extra nightly drive arounds \$1944

AUGUST - Colony 1 = \$2125.00 to John Hyatt for repairs to 4610 & 4619 Fen Court and 4632 & 4658 Keg Court. Remove & replace 30 FT fence, crawl space door and hardware, fence post and boards and paint new fence

AUGUST - Colony 1 = \$900 to John Hyatt - replace shingles for 4650 Keg Ct and 4622 Dow Ct and replace wood around window and paint for 4617 Dow Ct

AUGUST - Colony 1 = \$900 to John Hyatt - replace/repaired shingles for 4608 Dow Ct, 4613 Dow Ct, and 4617 Dow Ct
 AUGUST - (Misc.) - 4606 Gem Ct - \$150 Lawn Cleanup & Debris removal
 AUGUST - (Misc.) - \$262.64 Final Pmt for Mileage Reimbursement for Svs Rendered for previous Treasurer
 AUGUST - Accounting Salaries/Treasurer - \$810.00 Final Pmt Feb-May for Svs Rendered to previous Treasurer
 SEPTEMBER - Colony 1 = \$430 to John Fischer (Go Gutters, LLC) - Installed gutter & downspout at 4619 Fen Ct
 SEPTEMBER - General Money Market Reserve Acct = \$8900 to install 5-ton Heat Pump to tie into existing duct work at Three Colonies Clubhouse
 SEPTEMBER - Colony 1 = \$1,500.00 to John Hyatt - remove & replace window, replace rotten wood @ 4614 Dow Ct (\$850) and repairs to window frame rotten wood @ 4621 Dow Ct (\$650)
 OCTOBER – Colony 1 - \$2,730.00 to Gail’s Cleaning Service – Gutter Cleaning – Colony I
 OCTOBER – Colony I - \$1,220.40 to John Hyatt – Replace gate, remove debris and materials for two Keg Ct residences
 OCTOBER – Repairs Bldg - \$1,296.00 to John Hyatt – replace Clubhouse fence and removal of debris
 OCTOBER – Repairs Bldg – 1,235.95 to Amazon for 2 HP laptops for Treasurer and Recording Secretary and 2-year insurance plan \$158.34
 OCTOBER – Colony I - \$48.66 – Lowes – Foundation vent and glue to hold in place at 4605 Keg Ct
 OCTOBER – Legal Fees - \$2,181.25-invoice 16699, \$1,696.25 – invoice 16355, \$378.75, and legal fees \$106.25

End of HOA Board Meeting

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Three Colonies Homeowners Association Board of Directors Executive Session

November 7, 2024

Board Members Present: Jack Smith, Nancy Melton, Brian Gaskell, Cindy McCormic, Walt Mingle, and Karen Stein

Not in attendance this evening: Ruth Hair

Secretary: Pete Horne

Call to Order:

Mr. Smith called the executive session to order at 6:30 PM.

Mr. Smith opened the session and thanked all for attending.

Ms. Melton gave an update on the continuing issues with the Fen Court resident. Fines against the property were discussed. Some work has been completed and the property is looking better; however, the property remains in violation. Mr. Smith will contact the resident’s attorney for assistance.

Ms. Horne shared information regarding several residents that continue to be significantly behind on dues. Ms. Horne will again send letters to these residents stating that foreclosure/lien proceedings will begin if payments are not made by Jan 1, 2025.

The board discussed the empty home in disrepair on Dow Court. Ms. McCormic will contact the homeowner and request immediate repair as this home may cause issues in the adjoining residence.

The board discussed the resident's concern regarding possible mold under some Dow Court properties. Ms. Melton will contact the insurance company for Three Colonies for information.

Ms. Melton shared the information she received from our insurance company to confirm that we do not need 'commercial grade' playground equipment. Mr. Gaskell stated he will follow up on additional quotes within the budgeted range.

The board discussed the possibility of realigning some board positions to more equitably share duties. More discussion will be needed and some positions could change. Ms. Melton added that she has been contacted by a resident requesting their desire to join the board. The board will determine if this resident is an eligible homeowner and proceed when the appropriate paperwork is submitted.

The board requested that Mr. Mingle send an email to notify all residents of the change of date for the November HOA meeting. Because the meeting is scheduled during the week of Thanksgiving, several members will be out of town on Tuesday, Nov. 26. The HOA will hold the monthly HOA meeting on Monday, November 25, 2024 at 6:30 PM.

The board is dedicated to being fair and reasonable to all residents in violation of covenants, rules and regulations. This board is not dispassionate; however, violations must be addressed. The board determined the best starting date for violation correction should be 'from the date of this letter' found on the violation letters sent. The goal is to document the violations, notify the homeowners of the violations and provide a Jan 15, 2025 date for resolution. The board discussed the need for a mediation committee to work with homeowners if requested. Ms. McCormic asked Ms. Melton, Ms. Stein and Ms. Horne to ride the neighborhood with her on Saturday, November 9th to complete violation notices.

Additionally, the board and community wish to establish a fund to support our neighbors that may need a lending hand.

Ms. McCormic asked about the attendance at the Harvest Fest event. It was shared that the attendance was very light. Ms. McCormic asked if the board thinks this is a wise way to spend money. We should discuss new ideas for events that may bring in more residents. Every board member should have the opportunity for input. Ms. Melton shared that we should always have board representation at events. She suggested that we possibly 'assign' board members to scheduled events (possibly 3 per event). This way we would have a minimum of at least 3 board members at each event. We also need to keep some data on clubhouse rentals.

Mr. Mingle has researched and found our Solar Panel policy/plans are accurate.

Ms. Melton and Ms. McCormic are working on neighborhood maps and identifying homes that are rentals. This is very helpful to determine – at a glance – when violations are present.

Ms. Stein is updating the violation letter/sheet to align with new rules and regulations.

Mr. Smith will again contact Metronet regarding the broken water line repair. He will also ask Metronet to meet the Fayetteville Police Department (FPD) at our guardhouse to facilitate our camera connection with the FPD.

Mr. Smith shared that we need to begin brainstorming on the processes for roof replacements in Colony I to allow homeowners as much notice as possible of assessments.

We currently have three homes for sale in the community.

Annual letters are being prepared and envelopes have been ordered.

Ms. Melton asked for agenda items to be sent to her as soon as possible.

With no additional business, Mr. Smith adjourned the meeting at 8:30 PM.

Minutes taken by Pete Horne