

Minutes of 2018 Annual Meeting of Members of Pine Forest Country Club Community Association, Inc.

The annual meeting of the Members of Pine Forest Country Club Community Association, Inc. ("Association"), a South Carolina nonprofit corporation, was held on January 16, 2018 at 6:00pm at William Reeves Elementary School, 1003 DuBose School Road, Summerville, SC 29483.

The first meeting was called at 6:00 p.m. There being no quorum present, at 6:15 p.m. a second meeting was called to Order by Lynn Goettee, who acted as Chairman for the meeting. Sandy Meier acted as Secretary for the meeting.

Call to Order

Lynn Goettee called to order the meeting.

Pledge of Allegiance

Lynn Goettee led the Pledge of Allegiance.

Announcements

Lynn Goettee made administrative announcements and introduced/acknowledged the Board Members and Officers:

- D. Sherwood Miler, III, Board member and President (in attendance)
- M. Stephen Varn, Board member (not in attendance)
- Lynn Goettee, Board Member (in attendance)
- Paul Glazar, Vice President (in attendance)
- Lori Miles, Treasurer (in attendance)
- Sandy Meier, Secretary (in attendance)

2017 Minutes

Copies of the minutes of the 2017 Annual Meeting were made available to attendees. Lynn Goettee asked for any objections to the minutes as written. With no objections, the minutes were approved.

Treasurer's Report

Lori Miles presented the Treasurer's Report and the budget for 2018, provided copies of financials to everyone, and answered all budget questions.

Topics discussed were:

1. The calculation of the 5% dues increase amount came into question. The person asking the question was using the 2016 dues amount to make their calculation so their figure was incorrect. All agreed that the HOA provided figure was correct.
2. Discussed what is included in Professional Fees including the estimated legal fees that will be incurred when The Gables HOA is ready to combine with our HOA.
3. The Reserve Fund was explained.
4. The front landscaping work is completed in lieu of payment to the Gables HOA.
5. Landscaping fees – Discussed scope of work and fees charged. Legacy landscaping charges and work is handled by that association – This association does not pay for landscape work in the Legacy section and does not have control over what landscape company is used or what landscape work is done.
6. Property Management Fees - discussed the cost of hiring a property management company vs a volunteer board.
7. The HOA is debt free and in good financial health.

Old Business & 2017 Activity

Paul Glazar reviewed the board activities and topics from the previous year including:

1. Ponds and drainage ditches maintained from overgrowth.
2. Weed and brush control of 6 detention basins and numerous drainage ditches.
3. Maintained all common areas to include grass cutting, shrub trimming, planting, and cleanup.
4. Reminded everyone about the common area land increase from the donation from the developer of the two lots that comprise the open space on Congressional across from the Gables.
5. Maintained/repaired common area fencing due to vandalism.
6. Managed dues collection. 2018 began with 734 homes and 13 lots.
7. Mailed letters to residents who were in violation of covenants regarding garbage cans, boats, trailers, etc. Homeowners are helpful in reporting violations to the HOA.
8. DR Horton has continued the development of The Legacy addition to Pine Forest – currently 209 homes.
9. Combining our HOA with The Gables is still on indefinite hold due to the Gables' inability to find volunteers to fill their officer positions in their association and vote on the issue. When this is approved by The Gables, then we vote on issue.
10. Advertised and supported the Annual Neighborhood Yard Sale in September.
11. Made a yearly contribution of services to The Gables in lieu of money.
12. The HOA assisted the Garden Club in decorated the bridge and light poles with baskets and garland for the Christmas season. The Garden Club donates their time and resources to this effort and does a beautiful job. Neighbors expressed appreciation.
13. Decorated the entrance sign and installed wreaths on the back of the stop signs for the holidays.
14. Worked with the city of Summerville to make various repairs to streets.
15. Coordinated with AT&T in the installation of fiber conduits. The HOA granted permission to run lines through HOA common property to speed up installation and improve services available to homeowners. The HOA would like for all homeowners to have the option of subscribing to AT&T Fiber high-speed internet as soon as possible.
16. Improvements to the front entrance and pond area including plantings, sign maintenance, pond maintenance, fountain maintenance.
17. Made storm and hurricane preparations. Debris removal on common areas after storms.
18. Contracted to have stop bars painted at stop signs.
19. Rented high-lift to trim bushes and trees of common areas
20. Hydro-seeded some of the rights of ways to replant bare areas.

New Business

Paul Glazar introduced new business and thanked homeowners for following the neighborhood covenants and making Pine Forest a great place to live.

1. **Election of Officers and HOA:** There are no elections this year. The HOA Board Members and Officers present at this meeting volunteer for this position and are homeowners and your neighbors.
2. **Property upkeep:** Discussed status and condition of homes including foreclosures in the neighborhood. The HOA wants to be notified about properties where poor upkeep is a concern. On bank-owned properties, the bank is responsible for maintenance but the HOA has, on occasion, handled mowing at foreclosed homes. Instructions were provided on how to notify the HOA so that we can investigate and correct property upkeep issues.
3. **UNIFRAX / LAUSCHA FIBER:** Paul Glazar gave an update on the situation with the small particle fibers that some (not all) homeowners have noticed coming from LAUSCHA FIBER (owned by UNIFRAX) located on Deming Way. All updates and news will be posted on the HOA website. Paul explained that he and the Mayor of Summerville have been in discussion about the issue. The Mayor's advised that a lawsuit may be necessary if it can't be resolved. Bill Trago (homeowner) has an air monitoring device and is involved in a health risk survey. Tom (homeowner) provided everyone with the names and phone numbers for his contact at DHEC. Bill McIntosh, City Councilman, could be a good contact person. This information will be

added to the HOA website. A homeowner asked if it is a carcinogen. The HOA advised that we have been told it is not. A homeowner on Royal Troon reported seeing 1-inch square green pieces of material. It is unclear if this is related to the small white particles others have noticed.

Question and Answer

Paul Glazar read aloud all questions that were submitted in writing prior to the meeting. The Board Members and Officers first answered each submitted question then opened the floor up for additional discussion as time allowed. Topics of discussion were.

1. **Garden Club** Christmas decorations acknowledgement, thanks, and appreciation of the great work. Homeowners were very appreciative and complimentary of the Garden Club.
2. **Olympic Club Drive connecting to new section** – Homeowners on Olympic Club Drive expressed concerns that extending the road and connecting it to the new section will increase traffic on their street especially from the schools. Homeowner expressed concern that damage to the road due to construction traffic should be the responsibility of DR Horton, not the Town of Summerville. The road will be resurfaced when a larger percentage of homes are completed. DR Horton may install speed humps. Homeowner suggested posts to block through traffic and close off street. Homeowner asked if divider on Olympic Club could be removed. It will not be removed.
3. **Speed Bumps / Speed Humps / Traffic Calming** – The board explained that the streets are owned by the Town of Summerville and that the town has a specific process including a petition and traffic study in place for homeowners who want to pursue the issue. The process is posted on the HOA website. Homeowners must take on the petition work themselves and pay the cost of installation. There were homeowners both for and against traffic calming measures.
4. **Financial** - The submitted financial questions were answered to the homeowner's satisfaction and understanding during the Treasurer's Report.
5. **Solar panels:** Homeowners need to submit the ARB form on the website for rear-of-house installation only.
6. **On-street parking on Hummingbird** – The board advised that Crown Management is responsible for enforcement of covenants prohibiting on-street parking at any time in the Legacy section.
7. **Golf Carts Driven by Underage Children** – The board explained that the Town of Summerville is responsible for enforcing all traffic laws on our streets including golf carts. Basically, the law states that if you have a valid driver's license and a golf cart permit you may drive the golf cart during the day within four miles of your home or business and on secondary highways.
8. **Front Entrance and New Sign** - Homeowner's opinions have been varied on the proposal of a new entrance sign at Butternut and Congressional. Some homeowners have expressed that a new sign is a great idea and should be a priority, others have been against the expense of a new sign. The HOA needs a group of homeowners to volunteer to help research and present opinions on improving the appearance of the front entrance and sign. The HOA asked for anyone interested in volunteering in this capacity to contact us.
9. **Reserve Fund** – Explained purpose of reserve fund, budget, and status of account
10. **Dues increase policy** - As specified in the Covenants, HOA dues can increase no more than 5% per year and cap out at \$240/year. We must budget and plan accordingly.
11. **Status of HOA voting and developer owned property:** Developer has vote until 99% of lots are sold.
12. **Difference between Master HOA, DR Horton HOA managed by Crown Management, and Architectural Review Board (ARB) in Legacy section** - Homes in The Legacy section belong to both HOA's and owners are responsible for both dues. DR Horton HOA is responsible for maintenance of common area including ponds in the Legacy section.
13. **Ponds in Legacy section** - Pond maintenance is handled by DR Horton. All ponds are "dry ponds" except the pond by the mailboxes. Homeowner questioned depth of retention pond and possible need for fencing around. This HOA has no authority in this area. The HOA did forward the homeowner's concerns to Russ Cornette, Director of Public Works and Town Engineer. Mr. Cornette replied with "...the depth of

the pond is not unusual and is a standard design. The side slopes are graded in a way where if someone does fall in, they would be able to crawl out...”

14. **Landscaping, Repairs, Maintenance Costs** - Homeowner asked about budgeted costs which seemed too high. Paul Glazar explained that landscaping is the grass cutting. The 78k is everything else that gets done to include any new plantings, any repairs to perimeter fencing, cleaning out drainage ditches prior to announced storms and after storms. It also takes care of the responsibilities we have for the front and other entranceways, to include the 10k of work we do for the front association as per an amendment to our covenants. Also, retention pond clean-out and tree trimming in rights of way, dead animal cleanup and any other irregularities that occur in the development.
15. **Animals** – Homeowner asked about the allowed number of animals including rescue or foster animals because of the noise and smell from a neighbor’s property. The Town of Summerville has a limit of 10 animals and a noise ordinance. It was recommended to the homeowner to call the police about the noise at the time it occurs.
16. **Marked Trees at Front** – Homeowner asked about trees that are marked in the wooded section near the entrance sign on Congressional. Sherwood Miler explained the zoning of the section and that before the land could be sold, a tree survey was needed. The land is for sale. The expected impact would be low with additional entrances to the property from Butternut and Pecan. Homeowner was concerned if the land the sign is on is for sale. It was explained that the sign area is a separate parcel.
17. **The Club** – Clarified to homeowner that The Club at Pine Forest is a separate entity from the neighborhood and HOA.
18. **Multiple HOAs and Dues** – Explained where each HOA starts and stops within the neighborhood and what services are provided by each. This HOA is the master HOA and Legacy is a SUB. The Gables is separate. The dues in Legacy are higher because their HOA administration is handled by a management company VS our volunteers. Discussed The Gables merging with our HOA; explained that we want the merger but their HOA has to meet their own criteria set forth in their covenants before they can legally proceed; there is nothing more we can do at this stage.
19. **Parking Rules** – Homeowner expressed opinion that parking rules in Legacy are too strict. Legacy homeowners need to contact their HOA about that.
20. **Roundabout** - Homeowner expressed concern that during the Roundabout construction on Old Orangeburg our neighborhood would become a cut through.
21. **Olympic Club / Congressional Stop Sign** – At homeowners have requested, the HOA is working with the town to get a stop sign installed at intersection
22. **DR Horton Road Repairs** – Olympic Club homeowners were not notified of scheduled road repair work. The HOA will ask DR Horton to advise the HOA in the future so we can inform homeowners.
23. **Road Signs Missing** – Homeowners advised of missing road signs. The HOA will handle replacement.

Adjournment

At approximately 7:25 p.m., a motion to adjourn the meeting was made. With motion seconded and unanimously carried, Paul Glazar adjourned the meeting.

Minutes submitted by: Sandy Meier

Minutes approved by: All in attendance at 2018 annual meeting