

BOARD OF DIRECTORS MEETING

Selective Management Services: Casie Jarman, Concetta Givianpour, Michelle Ridener

I. Roll call

Board Members Present: Dennis Agnew, Bob Miller, Jerome Dangerfield

II. OLD BUSINESS

- a) Casie asked the Board to review the 2018/2019 Assessment letter and indicated that SMS was needing to know what all was actually completed from the action item list to better prepare the 2019/2020 budget. Several items had been tabled due to insufficient funds.

III. NEW BUSINESS

- a) 2019 / 2020 Budget Review—Casie reviewed the drafted budget with the BOD. Several items were discussed and she indicated that she would change the figures and email the updated budget for further review and finalization.
- b) Next, Casie reviewed the account balances:
YTD: Operating: \$28,798.71 YTD MM Operating: \$46,884.57 Reserves: \$65,000
- c) Website domain updates/ renewal—Casie asked the Board if they wished to continue with the www.OldCahaba.com website as the domain was up for renewal which would cost \$159 for four years.

On a motion duly made, seconded, and unanimously approved:

RESOLVED, the Board approved the Old Cahaba website domain renewal.

d) Pool Updates

- i) Health department requirements invoices—Casie presented two invoices to the Board of Directors to review pertaining to items that were required at each pool in order to pass health department inspections for opening.

On a motion duly made, seconded, and unanimously approved:

RESOLVED, the Board approved the Old Cahaba Parkway pool and Clubhouse pool Swimming Pool Services Inspection Invoices.

- ii) Re-Plaster Clubhouse pool—Casie then informed the BOD that the clubhouse pool would have to be re-plastered. At this time, it was unknown if the inspector would allow the pool to open prior to having these repairs completed. According to the inspector, Andy Healy was informed of these issues in 2018 and should have budgeted for these repairs.
- iii) Clubhouse pool pump—Casie informed the BOD that the pump at the clubhouse was fried. The funds to cover this expense are budgeted for in the 2019/2020 budget.

On a motion duly made, seconded, and unanimously approved:

RESOLVED, the Board approved the replacement of the clubhouse pool pump.

e) Lake Bids—American Sportfish and Southeastern Pond Management

Casie presented the two bids for lake maintenance to the BOD for review. She indicated that American Sportfish (ASF) has been doing the lake maintenance under a gentleman's agreement with Andy Healy, which was costing the HOA roughly \$10,000 a year though several homeowners indicated that they had never seen ASF on property. Southeastern Pond Management (SEP)

f) Gravel Road Bids—Southeastern Landscape and Steven's Wack-N-Sack

On a motion duly made, seconded, and unanimously approved:

RESOLVED, the Board approved to table the gravel road repairs for a later date.

g) Community Events (Cookout, etc.)

- i) Casie indicated that the Easter Party would be held at the parkway pool on April 13th. She informed the Board that there would be bounce houses, 1,000 stuffed eggs, the Easter bunny, and food trucks. She also indicated that she would be organizing several other events for the HOA throughout the year.

IV. ADJOURN

With no further business, questions or concerns, meeting adjourned at 11:00 A.M.

President, Dennis Agnew

ANNUAL MEMBERS MEETING MINUTES

I. Call to order

- a) The annual meeting of the members was called to order by President, Dennis Agnew, at 7:00 P.M. Vice President, Bob Miller, gave the opening prayer which was followed by the introduction of all Board of Directors—President, Dennis Agnew, Vice President, Bob Miller, and Secretary/ Treasurer, Jerome Dangerfield. Casie Jarman and Concetta Givianpour of Selective Management Services were also introduced and the present members were informed that Andy Healy is no longer with Selective Management Services (SMS).

II. OLD BUSINESS

- a) Dennis indicated that SMS is working with the Board to obtain estimates from CPA firms to perform a three year audit for Old Cahaba. The only estimate SMS has obtained thus far from the requests is over \$5,000 and that particular firm will not guarantee that every document will be reviewed, which is why the Board and SMS are getting additional estimates.
- b) Property Tax Protest—Casie informed the present Members that the property tax line item was over budget for 2018/2019 by nearly double the budgeted amount due to the HOA obtaining additional common area. She indicated that protests had been filed with the Board of Equalization to have the common area value re-appraised as such to reduce the property taxes for the 2019/2020 budgeted year. Since the meeting, the re-appraisals have come back and have been decreased by \$2,000. SMS is requesting a hearing with the Board of Equalization and the tax assessor to further reduce these taxes for the HOA.

III. NEW BUSINESS

- a) The 2019 / 2020 Budget is being finalized. SMS hopes to have Assessments sent out by June 10th. Due July 1st. The dues will remain at \$315.00 for 2019/2020, however, an increase may be needed to cover expenses for next year.
- b) Casie then discussed the financial state of the HOA. Total liabilities to the HOA: \$110,731.78 (Broken down Below)
 - i) YTD: Operating: \$15,911.21 YTD MM: \$26,884.57 Reserves: \$65,000.00 Grinder Pump: \$2,936.00
 - ii) Delinquencies: Of the 1186 homeowners, 168 are delinquent for a total outstanding balance due to the HOA of \$153,864.26
 - (1) 168 (14 % HOA total) owe 2 years or less for a total of \$70,104.54
 - (2) 61 (5% HOA total) of the 168 owe 3 years or more for a total of \$83,759.72
 - (3) When asked what is being done to collect, Casie indicated that many Owners have contacted SMS to request a payment plan to get their accounts current. She indicated that going forward, monthly payments and gentlemen's agreements are unacceptable due to many, not all, taking advantage of the HOA—if you do not have a written and signed payment arrangement with SMS and the HOA or you have simply not paid your dues, you will receive two delinquency notices, with a \$40 late fee associated with each, 30 days apart after the Assessment due date grace period ends (Due July 1, delinquent after July 31—30 days). If arrangements are not made and accounts are still not paid after the 2 late fees (90 days past due date), a lien will be filed against the delinquent property and 30 days afterwards (now 120 days past original due date), the account will be turned over to collections.

c) Pool Updates

- i) Swimming Pool Services—Pool Maintenance & Monitoring. They used to maintain the pool years ago and under the direction of Dave Quinn, operations manager, we expect this pool season to run smoothly.
- ii) The clubhouse pool must be re-plastered this fall, per the Inspector, in order to open next year. The HOA is looking at roughly \$25,000 to make these required repairs.
- iii) The clubhouse pool pump was also just replaced. The sand filters are also being replaced as they were completely warped. Hopefully, we will not have any more issues, mechanically, this season!
- iv) The Pools opening FRIDAY, MAY 17TH!

d) Lake Updates

- i) Southeastern Pond Management—new contractor for lake management. Some may recall this company used to maintain the lakes year ago. They have been brought back and have cut the lake maintenance budget in half.
- ii) Electrofishing and Lake Clean Up—was conducted April 30th. Mike Rigdon with SEP sent SMS images of all the trash that was pulled out of the lake. Please, DO NOT throw trash, debris, and furniture in the lakes! The full report will be uploaded to the Old Cahaba website and TOPS once received.
- iii) Present Owners indicated they've heard positive feedback on the boat ramp, but would like to see more done with the lakes. The Board indicated that they would like to do more and are making plans to, but at the time, there isn't funding in the budget to do these types of projects.

e) Compliance Issues

- i) Fine Policy—The Board and SMS are discussing the possibility of a fine policy for compliance violations due to the severity of some issues within the community. Each Owner will receive written notice regarding the policy as well as a copy of said policy once it is approved. There may be a grace period in the beginning, but that has not yet been determined.
- ii) As Owners, you can and should enforce Covenants within the community. Casie indicated that if anyone sees a violation, to please email her and she or someone within the office will get a notice out. While we are in the community a lot, we aren't there day and night like residents are thus, we depend on Owners as well.

f) Community Events

- i) Summer Party (TBD June/July)
- ii) Food Trucks—Casie is hoping to have a summer calendar up on the Website and Facebook soon. Vendors will be asked to not park on the grass and to utilize that parking lot.
- iii) Halloween Trunk or Treat (October 26th 5-8, tentatively)
- iv) Christmas Party with Santa (December 14th, tentatively)

IV. ADJOURN

With no further business, questions or concerns, Dennis Agnew gave the closing prayer and the meeting adjourned at 8:15 P.M.

OLD CAHABA

BOARD OF DIRECTORS MEETING MINUTES

i. Call to order

Board Members Present: Dennis Agnew, Bob Miller, Jerome Dangerfield

Selective Management Services Members Present: Casie Jarman, Concetta Givianpour, and Michelle Ridener.

ii. FINANCIALS

- a) To begin the meeting, Casie reviewed the financials with the Board. YTD: Operating: \$15,375.37
MM: \$11,895.10 Reserves: \$65,027.18 Grinder Pump: \$3140.00. Casie indicated that SMS needed to further research the grinder pump assessments as it appears that some homes on Madison don't have a grinder pump.
- b) Next, Casie reviewed the Delinquency Report. She indicated that there were 156 accounts with outstanding balances to HOA which break down as follows: \$145,085.09 (2017 & Prior: 82,219.72 | 2018/19: \$62,865.37 | Fees: 1,670)
 - i) She indicated that only 5 accounts are currently with the Attorney. She then indicated that the Board needed to consider filing liens and sending final notice to those that owe a year or more. The Board agreed to file 84 liens on those accounts that owe the HOA three years or more in dues and fees.
 - ii) For further reference, Casie provided the Board with a breakdown of the delinquent accounts as follows: 72 Accounts owe one yr. or < | 34 Accounts owe 3 Yrs. or < |
50 Accounts owe > 3 years | 16 Active Payment Plans | 5/20/2019 Final Notices Sent Out

iii. OLD BUSINESS

- a) The next item on the agenda is to finalize the 2019 / 2020 Budget. It was relayed that assessments would be sent out on June 25th. Due July 1st per Covenants. Due to late billing, SMS recommends August 1st, delinquent August 31st. The Board decided to save on printing and postage costs by electing to post the budget assumptions on the Old Cahaba website for residents to compare to the budget mailed with the assessment letters.

On a Motion Duly noted, the Board agreed to the extension of the delinquency period to August 31, 2019 and the 2019/2020 budget as written.

- b) The next item to discuss were the pool updates thus far this season. Casie reminded the Board that the Clubhouse pool pump went out and both sand filters at the clubhouse pool went out which cost \$5154.
- c) Casie then presented the Board with two HOA Policies to consider adopting for the community. The first being a Compliance Violation Fine and Enforcement Policy, which would allow the HOA to fine repeat offenders. This Policy was tabled for later discussion. The second policy being a Towing Policy, which would allow the HOA to tow disabled vehicles after prior notice is sent to the home. It indicates that a tow sticker must be placed on the driver side window 24 hours prior to being towed. The Board asked that the tow policy be put on the Old Cahaba Webpage for Owners to review.



On a Motion Duly Noted, the Board agreed to the Tow Policy, as written.

d) Community Events

- i) Food Trucks—Calendar up on the website.
- ii) Halloween Trunk or Treat (October 26th 5-8, tentatively)
- iii) Christmas Party with Santa (December 14th, tentatively)

e) Owner Meeting Date: Special Meeting 7/11/2019 at 7 P.M. (Announce in Assmt Letter)

IV. ADJOURN

With no further business, questions or concerns, meeting adjourned at ____ P.M.



OLD CAHABA

SPECIAL MEMBERS MEETING MINUTES

Not Official Meeting—Minutes Not Required

I. Call to order

- a) Board Members present were Dennis Agnew, Jerome Dangerfield, Bob Miller, Ashley Kirby, and Kevin Stober. Casie Jarman of Selective Management was also present. This unofficial meeting was set up due to receiving several Resident complaints. This was an informational meeting for Owners to receive a summary of the Community and to have any questions they may have answered by Management and the Board.

II. NEW BUSINESS

- a) Pool Updates / Issues
 - i) Swimming Pool Services—Pool Maintenance & Monitoring
 - (1) Pools were opened early by request of Homeowners which is why monitors weren't there the first week. Starting Memorial Day Weekend, monitors were at both pools (unless closed) and began full time at the Parkway pool May 30th due to the behavioral issues.
 - ii) Re-plaster Clubhouse Pool This Fall, Per Inspector (\$25k est. getting two additional bids for BOD to review)
 - iii) Clubhouse Pool Pump and Both Sand Filters—All replaced at the beginning of the summer which caused the pool to be closed for a week. Even though there is year-round maintenance, equipment fails. These repairs were not something that we could have known were needed until they blew up and/or stopped working.
- b) Financial Report
 - i) 2019 / 2020 Budget Review. Assessments are due August 1st, delinquent August 31st due to late billing.
 - ii) YTD: Operating: \$56,532.71 YTD MM: \$11,920.43 Reserves: \$65,067.12 Grinder Pumps: \$3,140.00
 - iii) Delinquencies: 122 accounts \$139,402.47. 55 accounts owe \$78,471.72 (2017 & →) 67 accounts owe \$59,870.75 for this past year. **64 Liens are being filed this week**
- c) Compliance Issues
 - i) Towing Policy—The Board is considering implementing a towing policy due to the growing number of violations.
 - ii) Owners can and should enforce Covenants within the community.
- d) Community Events
 - i) Food Trucks—Calendar up on OC website.
 - ii) Halloween Trunk or Treat (October 26th 5-8, tentatively)
 - iii) Christmas Party with Santa (December 14th, tentatively)
- e) Question and Answer

III. ADJOURN

With no further business, questions or concerns, meeting adjourned at 8:30 P.M.

OLD CAHABA

BOARD OF DIRECTORS MEETING MINUTES

Selective Management Services: Casie Jarman

I. CALL TO ORDER

Bob Miller, Dennis Agnew, Jerome Dangerfield, and Kevin Stober were the Board Members present on August 6, 2019 at the Old Cahaba Clubhouse. Ashley Kirby was unable to attend.

Bob Miller opened the meeting up in prayer.

The Board then reviewed Meeting Minutes from the last three (3) meetings: Annual Meeting 4/30/2019, BOD Meeting 6/24/2019, and Special Owners Meeting 7/8/2019.

APPROVED—the Board of Directors unanimously approved the three sets of meeting minutes as written.

II. FINANCIALS

- a) The current financials were announced by Jerome Dangerfield as follows:

YTD: Operating: \$33,779.62 YTD MM: \$111,920.43 Reserves: \$65,067.12 **Grinder Pump: \$2,143.82

- i) Jerome further indicated that the Board has filed liens (64) on severely past due/ delinquent accounts. The Board was informed that notices indicating that liens had been filed were being sent to the property owners this week. Casie informed the Board that these accounts can be turned over to collections in September, if needed.

III. OLD BUSINESS

- a) SOUTHEASTERN POND MAINTENANCE—Mike Rigdon, with SEPM was present at the meeting. He reviewed the Lake Maintenance Report with the Members present. He indicated the lake is in good condition. Crappie and Spotted bass need to be harvested, but Threadfin Shaw are abundant—this is what the bass eat. Mike also indicated that the lake is now being fertilized regularly, which stimulates phytoplankton (which further promotes fish growth).
- b) Boat Dock—Andrew Wright Construction. Casie indicated that she and Mark LeBeau had been contacting Wright Construction to no avail. Andrew called Mark back and said he'd like to set up a meeting on sight to review the issues. No date has been set, yet.
- c) LED Street Lights—Casie indicated that she is waiting on a response from the Alabama Power contacts as to when the streetlights that were missed during LED conversion would be fixed.
- d) Mailbox Vandalism—Casie indicated that she had contacted the Police Chief and at this time had not heard back on whether any of the teenagers had been caught.
- e) OC Ave Entrance—Casie indicated that she had contacted the City of Helena regarding the repaving of the Avenue Entrance. At this time, no date was provided as to when the repaving would take place.



iv. Community Events

Casie reviewed the upcoming community events. A resident asked if picnic tables could be provided at the Parkway pool lot so families will have a place to sit and eat when the food trucks come. The Board agreed to purchase four wooden picnic tables. Casie and Mark are to purchase the tables and deliver to the Parkway pool lot as soon as possible.

- i) Food Trucks—Calendar up on the website.
- ii) Halloween Trunk or Treat (October 26th 5-8, tentatively)
- iii) Christmas Party with Santa (December 14th, tentatively)

v. Final Remarks

- a) Dennis informed the Board that he could get military grade refurbished AED's for \$500 each and would not charge installation fee.

APPROVED—Jerome motioned to purchase two (2) Refurbished Military Grade AED's for the pool for half price (\$500 each) with a 10 Year Warranty. Bob Miller second's the motion. All four Members approve.

Next Meeting Date:

The next Board meeting date will be September 3, 2019 at 6:30 P.M. at the Clubhouse.

vi. ADJOURN

Closing Prayer given by Dennis Agnew.

With no further business, questions or concerns, meeting adjourned at 7:32 P.M.



President



OLD CAHABA

BOARD OF DIRECTORS MEETING MINUTES

Selective Management Services: Casie Jarman

I. CALL TO ORDER

Board Members present were: Bob Miller, Dennis Agnew, Jerome Dangerfield, Kevin Stober, and Ashley Kirby. Dennis gave the opening prayer and called the meeting to order at 6:34 P.M.

II. FINANCIALS

- a) Jerome and Casie reviewed the financials: YTD: Operating: \$73,321.44 YTD MM: \$151,920.43 Reserves: \$65,067.12 **Grinder Pump: \$2,143.82
 - i) Casie indicated that 210 accounts owe the full 315 (\$66,150), 53 owed less than a full year. She also informed the members present that late notices are being sent out this week.

III. OLD BUSINESS

Dennis reviewed the Old Business with the members present.

- a) Boat Dock/ Parkway Pool Right Turn—The OC Board and SMS Met September 6th to discuss repairs with Wright Construction. The quotes came back and were reviewed. The price to widen the parkway pool drive was quoted at \$8,400/ creating a new exit only right turn \$39,675. The Quote to repair the boat ramp was quoted at \$35,550.00. The Board indicated that these quotes were too high. The Board requested SMS look into attorney action if the signed contract was violated.
- b) LED Street Lights—Non-LED lights and lights that were out should all now be working. Kevin indicated that the Avenue entrance light was blinking. Casie indicated that she'd contact Alabama Power.
- c) OC Ave Entrance—Contacted the city to get paving on the schedule. On the schedule for Spring 2020.

IV. NEW BUSINESS

Casie reviewed the New Business with the members presents.

- a) Clubhouse Pool Resurfacing—Should begin the first of November.
- b) Parkway Pool Patching—Included in 9/5/19 email. Casie explained that if the Board did this and still have about \$1,500 to update clubhouse or use the remaining 5k of the renovation budget to update club. She further explained that this was just a temporary fix to Parkway pool. It still must be re-plastered in 2020. It was later decided to go ahead and replaster the Parkway pool to avoid issues in the 2020 pool season.
- c) Natural Area Clearing—behind 544 Bentmoor Drive. The Board decided to have the landscapers quote

V. COMMUNITY EVENTS

- i) Halloween Trunk or Treat—October 26th 5-8.
- ii) Christmas Party with Santa December 14th

Next Meeting Date: Tuesday, November 5th 6:30 P.M. at the Clubhouse.

VI. ADJOURN

The closing prayer was said by Bob Miller. With no further business, questions or concerns, meeting adjourned at 8:00 P.M.



President

OLD CAHABA

BOARD OF DIRECTORS MEETING MINUTES

Selective Management Services: Casie Jarman

I. CALL TO ORDER

Board Members Present were Dennis Agnew, Bob Miller, Jerome Dangerfield, Ashley Kirby, and Kevin Stober. New Member, Alana Maxwell was unable to attend. Casie Jarman of Selective Management Services was also present. The Opening Prayer given by Bob Miller. Review Minutes from 8/6/19 and 10/1/2019. Minutes for both meetings approved as written.

II. FINANCIALS

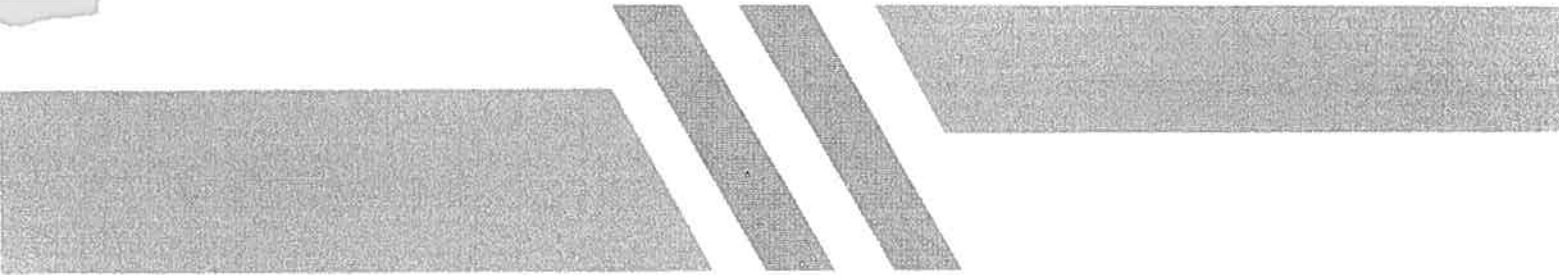
- a) Jerome informed everyone that year to date, there was a total of \$304,614.93 in the bank accounts. YTD: Operating: \$46,966.65 YTD MM: \$177,003.58 Reserves: \$40,121.51 **Grinder Pump: \$1,202.14
- i) Casie explained the current delinquency report. A detailed delinquency report was provided to the Board members with a summary page for resident's present. 304 accounts are delinquent. Of those accounts, 31 are in an active payment plan agreement. \$133,386.68 IN A1. A2 is \$71,230.30. Casie further explained that \$25,986.84 had been collected since September 20th and \$3,780.15 since October 31st.
- ii) Attorney Updates: 4 highest accounts with Alford and Barnes—Proceed with Foreclosure on Stonecreek account? 64 accounts that had liens filed this year (with Alfreds) have all been sent letters. The due date was Nov. 1st. He will be sending over information for suit within the next week or so.

III. OLD BUSINESS—Explained by Casie

- a) Boat Dock/ Parkway Pool Right Turn—Andrew Wright Construction—Met September 6th. Repair quotes were too high. Tabled, per Board.
- b) OC Ave Entrance—Contacted the city to get paving on the schedule. On the schedule for Spring 2020.
- c) Clubhouse Pool Resurfacing—Clubhouse pool is complete!
- d) Parkway Pool Patching—The Board voted to go ahead and replaster the Parkway pool, rather than patching and Replastering next year. This should be complete within the next week.
- e) Old Cahaba Drive Lake Clearing—Clearing has been completed. Installation of Crepe Myrtles will be done in the next two weeks.

IV. NEW BUSINESS—Explained by Casie

- a) Alana Maxwell—Newest addition to the OC Board!
- b) Annual Calendar—to better guide the community, Casie put together an annual calendar that indicates what all is happening throughout the year. This will be posted on the website for the community to view. The Board also chose to send it out to the community with the Fine policy.
- c) Fine Policy—Jerome made a motion to approve the Covenant Violation and Fine policy as written. Ashley seconded; all were in favor.

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- d) Parkway Pool—Sand change will be done in the Spring prior to opening for the summer after Dennis made a motion to approve the sand change quote from Swimming Pool Services. Bob Seconded; all were in favor.
 - e) Events Committee—Casie has asked the community for volunteers to join an events committee to help facilitate events. Plans to meet late February or early March with those interested.

v. COMMUNITY EVENTS

- i) Christmas Party with Santa (December 14th)

Next Meeting Date: Tuesday, January 7, 2020 at 6:30 P.M.

vi. ADJOURN

Closing Prayer given by Dennis Agnew. With no further business, questions or concerns, meeting adjourned at 7:31 P.M.



President of Old Cahaba HOA

