

# CAROLINA TRACE ASSOCIATION

<http://www.ctaincnc.com>

## MINUTES of February 4<sup>th</sup>, 2020, CTA BOARD OF DIRECTORS MEETING

David Smoak, CTA President, called the meeting to order at 7:00 p.m.

### ATTENDANCE:

#### DIRECTORS or ALTERNATES

<b>Eagles Nest</b>	Kathy Jelen	<b>Highland Woods</b>	Chuck Popke	<b>South Landing</b>	Dan Eastham
<b>Golf East</b>	Rex Schull	<b>Lakewood</b>	Charles Wick	<b>Southwind</b>	Forrest Breyer
<b>Golf North</b>	Jody Jackett	<b>Laurel Thicket</b>	Dave Carmony	<b>Stonegate</b>	Joe Dunne
<b>Golf West</b>	Don Douglass	<b>Mallard Cove</b>	Lisa Doscher	<b>Village at Trace</b>	Sharwynne Blatterman
<b>Harbor Creek</b>	Mike Dussault	<b>North Shore</b>	Bill Glance	<b>Woodfield</b>	Elaine Bednarcik
<b>Hidden Lake</b>	Steve Bolstridge	<b>Sedgemoor</b>	Jim Miller	<b>Wdmr/Trentwood</b>	Bob Dykeman

#### OFFICERS

<b>President and Chair of the Executive Committee</b>	David Smoak
<b>Vice President and Chair of the Security and Safety Committee</b>	Cal Saltzman
<b>Treasurer and Chair of the Finance Committee</b> <b>Assistant Treasurer</b>	Oscar Roberto Ed Nelson
<b>Secretary</b>	Kate Woods

#### Guests

Vince Roy	Jinnie Wick
Chief Meyers	

**APPROVAL OF MINUTES** - The minutes of the January, 2020 meeting were approved.

**PRESIDENT'S REMARKS** - Sanford is seeing a lot of growth, and the hope is for us to see the same growth within Trace. More improved lots will help our reserves grow faster. There are plans to draft some by-law changes, if any director is interested in working on that please get in touch with David Smoak.

**FINANCIAL REPORT** - All POAs have paid their quarterly assessments. No major expenses for the month of January. Assessments went into the general fund and improvements section. The big expenses coming in February are the insurance renewal and the security payment to SPA. The Legal fee fund located on the financial summary is money allocated from electronic sticker sales to go towards legal fees as outlined in the policy approved during last year's budget discussions. See Attachment #1 for the January 2020 Financial Summary.

**Audit:** As soon as the books are closed, a CPA will begin the audit.

**SECRETARY** – No report.

## **COMMITTEE REPORTS**

**Security & Safety** – Security Log is Attachment # 2. CERT: Attachment #3.

Security: North gate turnaround misuse by school parents is causing danger and has become a traffic hazard. The Committee recommends a warning for first offense, 2<sup>nd</sup> offense is a 30-day loss of electronic pass privilege, next offense is a 90-day loss of electronic pass privilege. Not enough parking is an issue, so Bobby Branch is going to widen the road just inside the gate to make more room for parking. A motion was made to approve the penalties as described to take effect after a shoulder parking area is completed. This motion was approved. There is now a tailgating log being kept. For every report of tailgating at any gate, the license plate is recorded, and information is noted in this log. All electronic gate stickers will be put on by SPA personnel effective February 1<sup>st</sup>. The Committee is looking into cameras and lights for the south side and planning to get more system equipment for the gatehouse, so it runs more efficiently and can handle the extra cameras. The Committee is looking for someone within Trace interested in being an on-call IT person for our gatehouse as a 1099 contractor, please contact Cal if you are interested.

**Traceway Roads & Maintenance (TRAM)** – TRAM would like to thank the two POAs who turned in suggestions for projects. In 2020 they anticipate doing many maintenance projects such as adding reflectors to needed areas, replacing signs, touching up painted signs, and cleaning out more culverts. They will be putting a solar light on the north side of sign island, like the one already installed on the south side of the island. They will be reworking drainage ditches, moving the unused cattle gate from the south exit to cover the unauthorized exit near Southwind that was created after a hurricane. The following are the major projects scheduled for this year. They are getting a bid from Mitchell Paving to widen the road by the front gate, and to widen the road one or two feet in two other locations. They are going to replace damaged asphalt drainages on Traceway and make some small asphalt repairs to areas on Traceway before the planned 2021 surface work. TRAM proposed a plan to create a parking area for large moving trucks, one on the north side, and one on the south side. On the north side it would be located between Golf West and Laurel Thicket III. On the south side it would be located between Southwind and Harbor Creek. This would alleviate congestion in the front turnaround and keep the lane clear for mail pickup and delivery. This discussion was tabled until next month. TRAM will be testing the new road surfacing product in the spring. They are looking at ways to slow traffic without adding speed bumps. They are proceeding with a culvert repair system that does not require removing the old pipe and tearing up the road. TRAM asks for \$40,000 for this culvert repair as a capital project. A motion was made to approve these funds and it was passed. Some of the POAs have asked for snow poles to be put back up on the south side, TRAM will be doing so.

**CTCC Liaison** – No report.

**Utilities Report** – The Public Utilities Staff has not announced the amount of the rate increase yet. Public works has spoken with Vince and they would need hundreds of millions of dollars to fix our ageing infrastructure. This would quadruple our water bill to accomplish. An article was released the morning of this meeting concerning DEQ contaminants, PFAS/PFOS. The article stated that Sanford has the largest number of contaminants. The area that was tested is

located before the water gets to the Sanford treatment plant. The City of Sanford is monitoring to see if it is getting into our water and will continue to monitor and test. There is a town hall scheduled with the water company for March 18<sup>th</sup> 7:00pm in the CTCC ballroom. Space is limited, so another town hall will be scheduled if all residents are not able to fit.

**CT Fire Dept** - The Fire Dept is encouraging residents to purchase reflective address signs through them to assist emergency vehicles in locating homes. More information on these signs will be forthcoming from the Chief. They are also asking permission to replace the dry hydrant by the front turnaround. It is plumbed into the lake so an engine can hook up and pull water from the lake and currently has a leak. The department is hosting a sweetheart breakfast February 15<sup>th</sup>, more details will be passed on from the secretary. March 10<sup>th</sup> is the fire department's public budget review; residents are invited to attend. May 18<sup>th</sup> is the date of their state inspection. This is important as the rating they receive affects their funding.

**OLD BUSINESS** -The Annual Insurance Review is still ongoing and more information from the POAs will be needed in the following weeks. This information will need to be returned in a timely manner.

**NEW BUSINESS** - No new business.

**NEXT CTA Meeting** - Next meeting is scheduled for March 3, 2020.

**ADJOURNMENT** - The meeting was adjourned by the President at 8:40 pm.

Respectfully submitted by,

Kate Woods, Secretary, Carolina Trace Association

**Attachments:**

Attachment #1: January 2020 Treasurer Report

Attachment #2: Security Log January 2020

Attachment #3: CERT Report

**Carolina Trace Association, Inc.**  
**January 2020 Financial Summary**

Attachment #1

As of January 31, 2020					
		Jan 31, 20	Dec 31, 19	\$ Change	Comments
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
	Business Checking ****9106	\$ 165,015.07	\$ 59,809.65	\$ 105,205.42	
	Business Checking Int ****6807	\$ 93,607.17	\$ 43,603.22	\$ 50,003.95	Transferred \$50,000 from ***9106
	CTA POA Legal ****7347	\$ 489.60	\$ 80.00	\$ 409.60	Returned opening amount of \$100 to ***9106
	CTA POS ***1504	\$ 4,211.04	\$ 8,403.88	\$ (4,192.84)	Returned opening amount of \$5,000 to ***9106 Transferred January MG profit to ***7347
	Clearing Account	\$ -	\$ -	\$ -	Wash account for POS Terminal
	CTA CD 1 ****9069 4/2/20 198K	\$ 198,147.88	\$ 198,147.88	\$ -	
	CTA CD 2 ****8992 4/02/20 53K	\$ 50,378.08	\$ 50,378.08	\$ -	
	CTA CD 3 ****4679 6/13/20 \$25K	\$ 25,000.00	\$ 25,000.00	\$ -	
	CTA CD 4 ***3519 7/18/20 \$50K	\$ 50,000.00	\$ 50,000.00	\$ -	
	<b>Total Checking/Savings</b>	<b>\$ 586,848.84</b>	<b>\$ 435,422.71</b>	<b>\$ 151,426.13</b>	
	Accounts Receivable	\$ -	\$ -	\$ -	
	Other Current Assets	\$ -	\$ -	\$ -	
	<b>Total Current Assets</b>	<b>\$ 586,848.84</b>	<b>\$ 435,422.71</b>	<b>\$ 151,426.13</b>	
	<b>TOTAL ASSETS</b>	<b>\$ 586,848.84</b>	<b>\$ 435,422.71</b>	<b>\$ 151,426.13</b>	

Payments: The major payment this month was SPA for \$24,964.

Budget: Assessments income were \$183,711 this month. Of that amount, \$136,378 are allocated to the Operating Budget and \$47,33 are allocated to the Long Range Planning budget. An additional \$7,350 was received from the sale of E-Stickers and the \$409 left after expenses for the Front Gate stickers was transferred to the Legal Fund account.

Reserve/Capital Funds: Our CDs add up to \$ 323,525 and that amount is allocated to the Reserve/Capital Funds. We are evaluating transferring some of the Money Market account (\*\*\*6807) to a CD as it is unlikely we will need these funds for 2020 expenses.

The expenses for the South Gate upgrading are about \$6,600 so far. The budgeted amount is \$12,000.

Notes: CTA CD1 and CD2 have an interest rate of 1.8% and mature on 4/2/20. CTA CD3 has an interest rate of 1.6% and matures on 6/13/20. CTA CD4 has an interest rate of 1.3% and matures on 7/17/20.

**Oscar Roberto, CTA Treasurer**

**Ed Nelson, CTA Assistant Treasurer**

## SECURITY LOG FOR THE MONTH OF JANUARY 2020

CATEGORY	WEEK 1-4	WEEK 5-11	WEEK 12-18	WEEK 19-25	WEEK 26-31	TOTAL
ACCIDENT	0	0	0	0	0	0
EMS	0	3	2	2	3	10
PATROL RESPONSE	8	11	8	7	5	39
PATROL HOURS	190	336	336	336	288	1,486
SHERIFF PATROL	1	8	7	7	9	32
SCHEDULE PERMITS	832	1,110	1,177	1,161	924	5,204
ACTUAL PERMITS	749	946	946	1,000	789	4,430
UNSCHEDULE GUEST	0	0	0	3	0	3
FIRE ALARM	0	0	0	0	0	0
UNLOCKED DOORS	0	0	0	0	0	0
VANDALISM	0	0	0	0	0	0
CITIATIONS	0	0	0	0	0	0
CTGP	1	0	1	0	6	8
GOLFERS	17	41	9	14	13	94
CTCC	6	9	8	176	59	258

CERT Report for Safety & Security Committee for 4 February 2020

1. CERT & Lee County Ham Radio operators participated in Winter Field Day on Saturday the 25<sup>th</sup> at the Carolina Trace Volunteer Fire Department. We tested out the county's emergency ham radio kits with great success.
2. February training will be about Animal Disaster Response on 4 February. Guest speaker is Janice Rosene, a Member of the California North Valley Animal Disaster Group, Butte County Search & Rescue K9 Team, & the International Fund for Animal Welfare.
3. The 2020 CERT Basic Course will be March 6, 7, 13 & 14 (announcement attached). CT CERT has lost several members in recent months, and we need more volunteers.

## **CERT Basic Course Scheduled for March 2020**

### **What is CERT?**

CERT (Community Emergency Response Team) is a training program that prepares community volunteers to help themselves, their families, and their neighbors in the event of a major disaster. During a major disaster, first responders may not be able to reach everyone right away. By getting trained in CERT, you will learn the skills needed to help save lives and protect property.

### **What do CERT teams do in an emergency?**

Under the direction of the Lee County Director of Emergency Services, CERT volunteers provide critical support by giving immediate assistance to victims, providing damage assessment information and organizing other volunteers at a disaster site. Volunteers trained in CERT also offer a potential workforce for performing duties such as traffic and crowd control, shelter support and evacuation.

### **How does CERT help the community?**

In addition to supporting emergency responders during a disaster, the CERT program builds strong relationships between the emergency responders and the people they serve. CERT teams also participate by helping with neighborhood emergency plans, exercises, emergency preparedness information and education.

### **The Benefits of CERT Training**

We work with local agencies to provide some of the best and most interactive response training available. CERT training starts with a 21-hour basic course approved by FEMA and taught here in Lee County at the Central Carolina Community College's Emergency Services Training Center. The basic course provides critical skills in emergency preparedness and response. Participants learn to:

- |                                      |                             |
|--------------------------------------|-----------------------------|
| Anticipate hazards                   | Extinguish small fires      |
| Conduct search and rescue operations | Apply basic first aid       |
| Set-up medical treatment areas       | Help reduce survivor stress |

\*\*You may also participate in additional CERT related training including drills and exercises.\*\*

### **Who Should Join CERT?**

If you are at least eighteen years old, and have the desire to become involved, you are eligible to join CERT. Now is the time to get involved and discover what other CERT Volunteers have already experienced learning to prepare for, respond to, and recover from a disaster. There is no cost for CERT training to Lee County residents, and there is a job for everyone, regardless of age or physical condition. **The next CERT Basic Course is scheduled for March 2020: Friday, March 6th 6:00 PM - 9:00 PM, Saturday, March 7th 8:00 AM - 5:00 PM, Friday, March 13th 6:00 PM - 9:00 PM and Saturday, March 14th 8:00 AM - 4:00 PM.**

To sign up, contact Lee County CERT Coordinator: Penny Turner at [pbturner@windstream.net](mailto:pbturner@windstream.net)

**Doing the greatest good, for the greatest number."**