

Approved September 4, 2018

CAROLINA TRACE ASSOCIATION

<http://www.ctaincnc.com>

MINUTES of August 7, 2018, CTA BOARD OF DIRECTORS MEETING

Dick Brown, CTA President, called the meeting to order at 7:00 p.m.

ATTENDANCE:

DIRECTORS or ALTERNATES

Eagles Nest	Kathy Jelen	Highland Woods	Charles Popke	South Landing	Andy Ballin
Golf East	Jerry Keith	Lakewood	Charles Wick	Southwind	Tim Bloedorn
Golf North	Absent	Laurel Thicket	Dave Carmony	Stonegate	Joe Dunne
Golf West	Don Douglass	Mallard Cove	Lisa Doscher	Village at Trace	Sharwynne Blatterman
Harbor Creek	Mike Dussault	North Shore	David Smoak	Woodfield	Elaine Bednarcik
Hidden Lake	Ken Harden	Sedgemoor	Chris Viverette	Wdmr/Trntwood	Bill Elliot

OFFICERS

President and Chair of the Executive Committee	Dick Brown
Vice President and Chair of the Security and Safety Committee	Ken Harden
Treasurer and Chair of the Finance Committee Assistant Treasurer	Absent Marilon Winther
Secretary and Chair of the Communications Committee	David Smoak

Guests

Utilities Vince Roy	Roy Filipowski
CTCC Jeff Grabbe	Nate Mahaney
Steve Balstridge	Ted Breuer
	Cal Sattzman

APPROVAL OF MINUTES – The July 3, 2018 minutes were approved.

FINANCIAL REPORT – See attachment #1. POAs were asked to submit their census reports due by Aug 1st, only three have been received so far.

COMMITTEE REPORTS

Executive Committee – Budget discussions were held.

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Security & Safety – Security Log is attachment #2. The sensor for the visitor lane was modified to prevent people from triggering the gate open without guard control. August 19, 4 om there will be a Bus Stop Parents meeting at CTCC Ballroom, all parents with children riding Lee County school buses should attend. The new CERT class has a full attendance planned. A Committee member recently resigned and qualified volunteers will be sought.

Traceway Roads & Maintenance (TRAM) – Drainage projects continue to be the main effort of the committee.

Communications – No report

CTCC Liaison – The Creek course will be reopened in August, new sod is being placed on edges. Dock repair is pending contractor schedule. Questions about the dam were asked again, will follow-up next month.

Firewise – See attachment #3

Utilities Report – See attachment #4. Residents are encouraged to challenge proposed rate increase

CT Fire Dept – No report, It was National Night Out also.

OLD BUSINESS –

A. **Little River Quarry** – No Report, August is next month for possible Supreme Court decision.

B. **Two-Tier Vote for Security Camera package** – Due to unexpectedly high final estimates, the vote was canceled. A smaller package of camera upgrades/repositioning is being considered, but it would fit within existing budget funds. Final decision about the coverage and capabilities of the new cameras will be followed-up. Hiring a consulting engineer to design a gate/camera package for the emergency was discussed.

NEW BUSINESS –

A. **Proposed 2019 CTA Budget/Enabling motion** – the proposed budget was distributed to directors for POAs to review, final vote is not scheduled until October.

NEXT CTA Meeting – Next meeting is scheduled for Tuesday, September 4, 2018.

ADJOURNMENT – The meeting was adjourned by the President at 8:17.

Respectfully submitted by,

David Smoak, Secretary, Carolina Trace Association

Attachments:

Attachment 1: July 2018 Treasurer Report

Attachment 2: Security Log July 2018

Attachment 3: Firewise Notes

Attachment 4: CWS Quarterly Mtg Notes

CAROLINA TRACE ASSOCIATION
FINANCIAL SUMMARY
July, 2018

BANK BALANCES

At the end of July 2018, the CTA accounts at Capital Bank had the following balances:

	<u>Jun Balance</u>	<u>Transactions</u>	<u>Jul Balance</u>
Checking Account	125,910.73		
Deposits		156,306.88	
Interest		27.82	
Obligations paid		(49,050.98)	
			233,194.45
Money Market	11,551.87		
Interest		1.92	
			11,553.79
Certificate of Deposit (CD)	95,859.42		
Interest		78.79	
			<u>95,938.21</u>
			CTA Bank Total
			\$340,686.45

Payments and Deposits

- Vendor invoices paid in the month totaled \$49,050.98
- This included \$24,737.13 to Southern Protection Agency (SPA) and \$15,000 to Womble Bond.
- Third quarter assessment payments from POAs totaled \$151,226.88, with \$16,538 outstanding.

Non-Paying Lots

There are 121 non-paying lots (39 improved and 82 unimproved).

Budget

Income in the budget for the year is \$700,100. Actual year to date income is **\$514,058.79**. Total expenses year to date are **\$368,456.26**, leaving net income of **\$145,602.53** (cash basis).

Quarry Legal Expenses: Womble Bond

We have paid Womble Bond \$708,487.54 to date (\$90,000 of that amount was paid in 2018). We still owe \$27,874.88 (which will be paid in two installments in August and September). The total billed in 2018 is \$9,597.88.

Reserves/Capital

At the end of 2017 there was a balance of \$183,165 in the three Bank accounts. In 2018, we have budgeted \$178,146 for the Reserve/Capital Fund, totaling \$361,311 for the two years. From that total we must deduct obligations owed to Womble Bond, \$117,875, plus an additional \$15,402 authorized in 2018, but not spent. We estimate at the end of 2018 a total in our Reserve/Capital Fund of **\$228,034**. If the Board approves the \$30,000 for the camera capital project, that amount would be subtracted from the Reserve/Capital Fund leaving **\$198,034** in the fund at the end of 2018.

Scott W. Erickson, Treasurer 2018

Marilon Winther, Assistant Treasurer 2018

SECURITY LOG FOR THE MONTH OF JULY 2018

CATEGORY	WEEK 1-7	WEEK 8-14	WEEK 15-21	WEEK 22-28	WEEK 29-31	TOTAL
ACCIDENT	0	0	0	0	0	0
EMS	2	3	1	1	5	12
PATROL RESPONSE	2	6	2	2	5	17
PATROL HOURS	336	336	336	336	144	1,488
SHERIFF PATROL	7	8	1	4	0	20
SCHEDULE PERMITS	1,435	1,263	1,053	1,003	568	5,322
ACTUAL PERMITS	1,271	1,060	889	812	454	5,104
UNSCHEDULE GUEST	10	20	15	8	2	55
FIRE ALARM	0	0	1	0	0	1
UNLOCKED DOORS	0	1	0	0	0	1
VANDALISM	0	0	0	0	0	0
CITIATIONS	0	0	0	0	0	0
CTGP	14	12	11	8	2	51
GOLFERS	80	154	34	129	23	420
CTCC	22	28	37	6	1	94

Firewise Committee Notes

The Carolina Trace Firewise Committee met in the community meeting room of the Carolina Trace Fire Department on Wednesday July 11th 2018.

The following items were up for discussion:

1. Discussed current funding of the Carolina Trace Firewise program. Christopher Viverette, chairman, reported a current balance of \$101.94 in available program funds. A motion was made, seconded and approved by all members to increase funding from 1% of grant net proceeds to 2% of proceeds. Example: In the last grant cycle, 1% of the net proceeds were \$56.00, so this will increase to 2% and go to \$112.00 from the upcoming grant cycle. This will provide more funds for our two primary expenses, those being 1) printing and 2) postage charges
2. A "Thank You" went out to John Kirkman, Joe Dunne, Ed McVey and AllDigitalPrinting for their assistance, and offers of assistance in preparing the last grant package proposal.
3. A review was done of all 6 (six) documents prepared for the current Grant Application package that was submitted to the NC Forest Service.
4. The Firewise Grant program, which is administered by the North Carolina Forest Service, is expected to approved or announce in late September or early October, whether or not the Application for Grant Funding by the Carolina Trace Firewise Taskforce has been accepted and will be funded.
5. Due to cancellation of the Carolina Trace Street Fair, no participation will be forthcoming from Carolina Trace Firewise Task Force members.
6. The next meeting of the Carolina Trace Firewise Taskforce will be held on Wednesday, September 12th 2018 - 5:00 pm at the Carolina Trace Fire Station.

CTA/CWSNC QUARTERLY MEETING

JULY 19, 2018

Attendees: CTA: Vince Roy, Chris Meyer, CTVFD

CWSNC: Bryce Mendenhall, VP Ops, Deb Clark, Dir. Comm.,
Steve Harrell, Dean Miller.

Hydrant Testing and Locations: Coordination between CTVFD and CWSNC very effective. Improved communications between CWSNC and CTVFD. Discussed and coordinated hydrant testing by each organization and sharing of results. Also GIS/GPS hydrant mapping locations to be shared.

Accounting for Water Loss and Waste: CWSNC stated that there is a 12-15% loss of water resulting from line breaks, hydrant testing, water meter accuracy, etc. CWSNC is considering testing water meters for accuracy because of their age. Also, they will be going to 'electric meters' in the future.

Street Repairs: CWSNC has two contractors who do their street work/repair--- Mitchell Paving and Billy Vija Construction. CWSNC monitors all work and especially repairs.

GPS Manhole Survey: Work still not complete. When complete, mapping will be provided to CTA.

Swimming Pool Water Discharge Refund: Vince raised the issue again and Bryce Mendenhall stated he would revisit the issue to compensate owners of private pools for their sewer charge for emptying their pool at the end of the season.

CWSNC Uniform Rate Program and Recent Notification of A Rate Increase

Request: Vince asked for a definition of the CWSNC term "consumption band" and "rate adjustment mechanism" proposed by CWSNC in their recent request for a new rate increase. No explanation was available since that is a HQ function. *Vince confirmed that apart from the dissatisfaction with the HQ "Uniform Rate" program and their two rate increases back to back, that we are very satisfied with the coordination and support that exists between CTA and the local staff and the regional Director.*

Next Meeting: October 18, 2018