

# CAROLINA TRACE ASSOCIATION

<http://www.ctaincnc.com>

## MINUTES of February 2nd, 2021, CTA BOARD OF DIRECTORS MEETING

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

**ATTENDANCE: 26**

### DIRECTORS or ALTERNATES

|                     |                  |                       |              |                         |                      |
|---------------------|------------------|-----------------------|--------------|-------------------------|----------------------|
| <b>Eagles Nest</b>  | Absent           | <b>Highland Woods</b> | Chuck Popke  | <b>South Landing</b>    | Dan Eastham          |
| <b>Golf East</b>    | Dan F            | <b>Lakewood</b>       | Absent       | <b>Southwind</b>        | Forest Breyer        |
| <b>Golf North</b>   | Mary Wild        | <b>Laurel Thicket</b> | Len Ruemker  | <b>Stonegate</b>        | Absent               |
| <b>Golf West</b>    | Marilee Ostman   | <b>Mallard Cove</b>   | Lisa Doscher | <b>Village at Trace</b> | Sharwynne Blatterman |
| <b>Harbor Creek</b> | Mary Salvo       | <b>North Shore</b>    | Bill Glance  | <b>Woodfield</b>        | Elaine Bednarick     |
| <b>Hidden Lake</b>  | Steve Bolstridge | <b>Sedgemoor</b>      | Jim Miller   | <b>Wdmr/Trentwood</b>   | Casey Stewart        |

### OFFICERS

|   |                            |
|---|----------------------------|
| <b>President and Chair of the Executive Committee</b>                             | David Smoak                |
| <b>Vice President and Chair of the Security and Safety Committee</b>              | Kate Woods                 |
| <b>Treasurer and Chair of the Finance Committee</b><br><b>Assistant Treasurer</b> | Oscar Roberto<br>Ed Nelson |
| <b>Secretary</b>  | Ellen Berg                 |

### Guests

|                   |                |
|-------------------|----------------|
| Anthony Hoots     | Vince Roy      |
| Ernie Violon      | Roberta Wilder |
| Georgiana Kiggins | Gene Vester    |

**Directors voted to allow Highlandwoods to have voting rights.**

**QUORUM CALL** - A quorum was reached with 15 directors present and agreeing to this video

conference being a legitimate meeting of the CTA Board.

**APPROVAL OF MINUTES** - A motion was made to approve the minutes of the January 2020 meeting. This was approved by unanimous consent.

**GROUP REPORTS - CTCC Liaison** - Please see attachment #1

**Utilities Report - Vince Roy reported:**

The two page notice you customers received in the mail from the CWSNC contains a revised water/sewer rate structure that they are proposing to the NCUC. It is extracted from their 21 page proposal they have submitted to the NCUC, of which I have a copy.

In summary, CWSNC is proposing that they be allowed to submit a semi annual rate increase request for water and sewer "System Improvement" work. As you will notice in your current bill, those increases are typically \$.40 - \$.50 cents for water/sewer combined. However, when totaled for all the communities in the "Uniform Rate Structure" program is adds to close to \$2 million per period.

I met with the Public Staff to point out the "ERROR" in the CWSNC proposal, which is on on Pg 2 of the notice you received in your recent bill. That error is in the first line where they calculate the new water rate to be \$59.01. In fact, that rate should be \$37.17.

**When combined, their proposed monthly water rate of \$59.01 and sewer rate of \$75.48 would cost the average CT household, using 3,600 gals/mo, \$134.49 per month. The Public Staff agreed with me that the water rate should be \$37.17. When combined with the Sewer rate of \$75.48, the avg monthly bill, 3,600 gals/mo, should only be \$112.65 which I have been advertising for several months now. The change saves us \$21.84 per month. MISSION ACCOMPLISHED.**

**CT Fire Dept -**

**Fire Chiefs report 2/2/2021**

**Year to Date Calls**

- We ran 17 calls in the month of January.

**Membership**

- We have 33 members on our current roster.
- We are actively recruiting new volunteers

**Paid Staff**

- We have three firefighters on duty Monday through Friday.
- The shifts are staggered to give coverage between 7 am and 8pm each day.

### **Station Status**

- The station is in great shape. Our members have been working hard to keep the station clean. I would like to plan on having some painting done in the future to keep the station in such good condition.

### **Apparatus and equipment status**

- All apparatus and equipment are in service and in good condition thanks to the hard work and dedication of our members.

### **Training**

- We have a lot of training scheduled for the next three months.
- We are also coordinating classes with the other departments in the county.

### **Current projects**

- We have received our budget packet from the county
- We will host a public hearing to address any questions on our budget request on March 9th
- The Board of directors is currently reviewing its bylaws for updates and revisions.

**PRESIDENT'S REMARKS** - Please see attachment #2

**FINANCIAL REPORT** - Please see attachments #3.1 & 3.2

A compromise was agreed so that residents may obtain more CTA financial information by requesting it from the Treasurer.

**SECRETARY-** Remember to pick up your Bylaws in Ellen Berg's Office at CTCC. Her office is located right next to the main entrance. If you have not already, please turn in your Conflict of Interest Form. Conflict of Interest Form can be found on the CTA website.

**Motion made and approved to allow business with RMR despite Conflict of Interest Policy. Waiver is valid for 1 year where it will be periodically reviewed.**

### **COMMITTEE REPORTS**

**Security & Safety** - Please see attachments #4

**Traceway Roads & Maintenance (TRAM)** -

Motion made to authorize a \$1,500 transfer to road maintenance for 2021 to clean up Traceway during the year. Motion approved.

- Completed:

- 1) Damaged North exit gate replaced.
- 2) Crack Sealing on South Traceway
- 3) Mulching of leaves in center medium under Barlett pears
- 4) New steps added to South exit

- Upcoming:

- 1) Complete crack sealing of North Traceway - Mark Mitchell
- 2) Replace boom at visitors entrance gatehouse.
- 3) Foam injection of Culverts at Stonegate pond to stabilize earth around the culverts.

Nu-Pipe

- South Gate Exit on schedule to be operational in April:

- 1) Plans have been approved by NCDOT for drainage, traffic safety, school student bus access at Cox Mills / Traceway South. Work requiring NCDOT approval should be completed by the end of February.
- 2) Duke Energy has been contacted to run power to South Exit and install a pedestal

- Traceway Sealcoating and Line stripp:

The Tram committee has decided to accept Carolina Pavement for the seal coating and line striping of Traceway. Carolina Pavement will be bringing in two crews to complete the sealcoating in two days. One working on South Traceway, the other on North Traceway. CERT will be in charge of traffic control. Penny Turner and Rod Hudson will be in charge of coordinating the traffic control. The general plan is to have all traffic come in the main entrance and exit either the North or South Gates. All traffic will be ONE WAY allowing Carolina Pavement to seal coat one side of the road the first day followed by the other side of the road the second day. Carolina Pavement plans on doing the work in May or June when the weather warms up. They will be giving us a three week notice of when work will start.

The variable is the weather.

We will need close to a hundred volunteers from Trace to help the CERT team with traffic control and excellent communication within each POA. Carolina Pavement plans on working from 10am - 6 pm, a 10 hours day. Ideally each POA would be able to do traffic control on their road exiting onto Traceway. Insuring drivers exit one way to either the North or South Exit. Four volunteers each doing a 2 1/2 hour shift would be the goal for each POA. at their exit.

**Trace Lake and Dam Committee (TLDC)-**

**OLD BUSINESS -**

**NEW BUSINESS -**

- Annual Report (Dan Eastham)

**NEXT CTA Meeting -** Next meeting is scheduled for March 2nd, 2021.

**ADJOURNMENT -** The meeting was adjourned by the President at 8:50 pm.

Respectfully submitted by,

Ellen Berg, Secretary, Carolina Trace Association

**Attachments:**

Attachment #1: CTCC Report

Attachment #2: President Remarks

Attachment #3.1 & 3.2: Financial Report

Attachment #4: Security and Safety

## Club Report for February 2021

We are excited to announce that the Triangle Golf Academy is coming to Carolina Trace Country Club!

We are considering a “Senior Academy” (Ages 55+) to mirror our “Junior Academy” which would include 12 group classes, 12 supervised practice, and at least 6 matches within the Spring Semester. The Junior and Senior Academies would not be limited just to Club Members, but open to all. We are also considering the possibility of a “Seminar Series”, which would be held early evenings, indoors, in a casual environment with a beer or glass of wine while you learn concepts of the golf swing, why adults over 45 years old, with experience, should be taught differently, course strategies for your next level of play, addressing physical limitations for better shot-making, and extensive Q and A forums. In the hotter and colder months, we are considering an indoor golf league using the simulator to play exotic golf courses from around the world. Coach André will be on-site sporadically in February and March, as he is operating Triangle Golf Academy’s Winter Trimester at The Preserve through March. You will see much more of him beginning in April. Nonetheless, you might see Coach André on the premises over the next two months assembling the Simulator and other equipment in the “Training Center”, on the driving range giving private lessons, or on the course giving lessons. We plan to host the meet and greet “See Your Swing” evening with Coach André, his family, and a couple of his star junior golfers on Friday, March 5th from 5 pm - 7 pm.

The schedule and fees for the Senior Golf Academy (Spring Trimester) will be available soon. Coach André will book private lessons with you personally when you contact him directly. He is very active with the academy schedules and operates in more than one location, so you won’t often see him sitting in his office. The best way to contact him for a meeting or a golf lesson is by phone at 941-350-2999.

We envision an indoor training center with a full-screen golf simulator and a large screen video swing analysis station. We look forward to the meet and greet “See Your Swing” evenings. You will be invited to hit balls in the simulator, see your swing on video, receive a complimentary swing analysis, enjoy a beverage or two, and converse with our staff and some of our elite junior player students.

### ABOUT ANDRÉ

André has an extensive background in psychology and is recognized as one of America's Top 50 Teachers in the country for children by USKids Golf. Andre has been grouped with World Hall of Fame Teacher, Bob Toski and the coach to Tiger Woods, Hank Haney, when he was selected as one of the top 50 Teachers in America by Golf Range Magazine.

### PGA AWARDS

Junior Golf Leader Award, Teacher of the Year Award, Horton Smith Award, The Bill Strausbaugh Award.

## Dam and Grounds Updates

We are still waiting on access to the South Side to facilitate the work we need to do.

The valve is still open, and we are hoping for better weather in February so the lake will have time to lower.

Our grounds crew is gearing up to start a large tree removal project that was delayed by January's weather.

## CTA President's Vision February 2, 2021

1. Before the end of the year I plan on writing a document discussing various issues of Carolina Trace. We are a complicated community with many moving parts and by putting my own thoughts and experiences on the topics most frequently encountered here in Trace, I am hoping to educate and help the next cycle of leaders move the discussion and solutions forward instead of continuously repeating the same learning process.
2. There are four significant projects being coordinated this year mostly by our TRAM Chairman Ernie Violon. A sizeable amount of CTA (your) funds will be spent this year on these projects and I will discuss their importance and some of their impact on you.
3. First and most noticeable will be the automation of the South Emergency Exit. The design will follow a similar concept to the North Gate and use the same access sticker that you have purchased for the North Gate. This means that for the first time a resident can drive the entire loop of Traceway/Cox Mill Rd in one direction. If you live in Mallard Cove and wish to visit friends in Hidden Lake, the distance and time would be much shorter by driving out the North Gate and coming in the South Gate, thus saving a lot of time and extra traffic on Traceway. The access stickers we have already freely provided to our local Sheriff and EMS services will be used to provide quicker response and greater safety for you. The projected completion of this improvement is late spring/early summer and as another benefit it should help to further reduce the congestion at our Main Gate. There will be issues from the changing traffic flows and we continue to communicate with the state about our increasing traffic on Cox Mill Rd, however I think most of us agree that reducing the entry/exit traffic on Hwy 87 it is ultimately much safer for everyone.
4. On a related project that was approved for 2021 is the addition of a new sticker reader at the Main Gate that is compatible with the new/North/South Gate stickers. As a refresher to new residents, when the North Gate was installed in 2019 we were forced to buy a sticker reader that was incompatible with our existing Main Gate stickers, the old readers are simply obsolete. As a consequence we have been forced to use a dual-sticker system for our Main & North automatic gates, each of which cost \$20 for you to purchase if you choose to use them. With the South Gate becoming operational this year, the plan is to also add a "new" technology reader to the Main Gate that would enable that one, single "new" sticker to allow access to all three of our automatic gates. We intend to maintain the Main Gate's ability to read your legacy stickers while also adding the new functionality, there is NO possibility of adding the older sticker readers to the North/South Gates. Once the Main Gate is able to read the "new" stickers, we intend to quickly stop selling the older stickers so that we will eventually only have one access sticker again, but those with the "old" stickers will continue to have access to the Main Gate.
5. Maintaining our Traceway road surface is as equally important as our security/access issues. This year when the weather warms up we will implement a new asphalt maintenance technique that most individual POAs have already begun doing. Historically, putting 2"-3" inch overlays of new asphalt was the accepted procedure when our roads started getting too old/cracked/rough, and that's why we now have some sections of asphalt that are 12"-18" thick. This year instead of overlaying with new asphalt, we will apply a thinner sealant/preservative, there are advantages/disadvantages to sealants vs new asphalt but basically we intend on laying down these thinner protective coatings for the foreseeable future, but at a more frequent interval than with asphalt. More details will be forthcoming, but to accomplish this resurfacing, we are planning on a couple of days this year when you will only be able to drive on Traceway in one direction, that means **all** traffic would have to enter the Main Gate and leave through the North or South Gates to Cox Mill Rd. Obviously the schedule and further details will follow in a community-wide communication as this project is developed.
6. Along with the road maintenance, the culverts that occasionally cross under our roads are equally important. A project completed in 2020 that did not receive much attention was how a large, deep culvert near Harbor Creek was repaired and reinforced without having to block traffic, dig out and replace the existing, rotten pipe that was in there. A similar project is planned this year for the three, large culverts near the Stonegate POA that should reinforce, stabilize and strengthen them for another 50-75 years. Any POA with aging, metal culverts in difficult positions may wish to contact our TRAM for more information on this technique.



7. All of these projects are inter-related and part of our responsibility to maintain our community assets. While the addition of other access points besides the Main Gate may just seem like nice improvements to our safety and comfort, they also greatly facilitate our ability to complete these larger maintenance projects along Traceway. Resurfacing the roadway and preserving buried pipes never seem important until those structures fail and that is what we are striving to prevent. For those that may question our priorities, an engineering study was completed five years ago and the culverts and road maintenance issues were major expenditures identified for our Capital Reserve spending. The 3-culvert system was projected for replacement in 2026 at an estimated cost of \$105K, and we are planning on spending approximately 60% of that amount. The projected expenses for maintaining Traceway, periodic striping and the exits through 2035 were calculated at almost \$900K, while the sealants will have to be applied more often than fresh asphalt, the cost for surfacing and sealing all of Traceway this year is approximately \$120K. Obviously this one-time expenditure will not maintain the entire roadway for the next 14 years, but it may allow us to budget for more frequent, predictable and affordable maintenance of the road.

8. By taking advantage of new and more affordable maintenance techniques, it is my sincere hope to allow more improvements to our infrastructure without asking for assessment increases. Our first priority remains taking care of the existing issues and problems facing our aging assets and then ideally to continue to do things like widen sections of Traceway to make it safer and more fun to use for us all. This is a golf-course community and ideally we would have road shoulders wide enough for golf carts to travel safely all along our roads, however the cost of that improvement in the past was estimated at \$1-\$2 million and remains unattainable. As a compromise & initial step I am continuing to urge our TRAM to widen sections of Traceway 1'-2' which at least allows our growing number of walkers/runners & bike riders safer spaces to be on. For those of you that see our irregular sections of added shoulders, I wanted to explain that's the reason why when TRAM has existing issues to repair they try to add small sections of widening in that area as well.

Cheers to another busy and productive year!

David Smoak  
CTA President

**Carolina Trace Association, Inc.**  
**January 2021 - Financial Summary**

|                                       |  | Jan 31, 21        | Dec 31, 20         | \$ Change         |
|---------------------------------------|--|-------------------|--------------------|-------------------|
| <b>ASSETS</b>                         |  |                   |                    |                   |
| <b>Current Assets</b>                 |  |                   |                    |                   |
| <b>Checking/Savings</b>               |  |                   |                    |                   |
|                                       | Business Checking ****9106             | 299,357.08        | 175,757.76         | 123,599.32        |
|                                       | Business Checking MMkt ****6807        | 145,722.91        | 145,716.73         | 6.18              |
|                                       | CTA POA Legal ****7347                 | 9,788.60          | 9,128.60           | 660.00            |
|                                       | CTA POS ***1504                        | 4,275.34          | 4,000.00           | 275.34            |
|                                       | CTA CD 7 ****8688 1/27/21 25K          | 25,262.52         | 25,262.52          | 0.00              |
|                                       | CTA CD 8 ****8751 1/27/21 50K          | 50,446.28         | 50,446.28          | 0.00              |
|                                       | <b>Total Checking/Savings</b>          | <b>534,852.73</b> | <b>410,311.89</b>  | <b>124,540.84</b> |
| <b>Accounts Receivable</b>            |  |                   |                    |                   |
|                                       | 11000 · Accounts Receivable            | -152.00           | 0.00               | -152.00           |
|                                       | <b>Total Accounts Receivable</b>       | <b>-152.00</b>    | <b>0.00</b>        | <b>-152.00</b>    |
| <b>Other Current Assets</b>           |  |                   |                    |                   |
|                                       | CTA CDARS1 ****2788 100K               | 100,000.00        | 100,000.00         | 0.00              |
|                                       | CTA CDARS2 ****2834 100K               | 100,000.00        | 100,000.00         | 0.00              |
|                                       | 12000 · Undeposited Funds              | 21,058.50         | 0.00               | 21,058.50         |
|                                       | <b>Total Other Current Assets</b>      | <b>221,058.50</b> | <b>200,000.00</b>  | <b>21,058.50</b>  |
|                                       | <b>Total Current Assets</b>            | <b>755,759.23</b> | <b>610,311.89</b>  | <b>145,447.34</b> |
| <b>TOTAL ASSETS</b>                   |  | <b>755,759.23</b> | <b>610,311.89</b>  | <b>145,447.34</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |  |                   |                    |                   |
| <b>Liabilities</b>                    |  |                   |                    |                   |
| <b>Current Liabilities</b>            |  |                   |                    |                   |
| <b>Accounts Payable</b>               |  |                   |                    |                   |
|                                       | 20000 · Accounts Payable               | -100.00           | 0.00               | -100.00           |
|                                       | <b>Total Accounts Payable</b>          | <b>-100.00</b>    | <b>0.00</b>        | <b>-100.00</b>    |
|                                       | <b>Other Current Liabilities</b>       | <b>6,000.23</b>   | <b>0.00</b>        | <b>6,000.23</b>   |
|                                       | <b>Total Current Liabilities</b>       | <b>5,900.23</b>   | <b>0.00</b>        | <b>5,900.23</b>   |
|                                       | <b>Total Liabilities</b>               | <b>5,900.23</b>   | <b>0.00</b>        | <b>5,900.23</b>   |
| <b>Equity</b>                         |  |                   |                    |                   |
| <b>30100 · Reserve Fund</b>           |  |                   |                    |                   |
|                                       | 30120 · Traceway Upgrades              | 125,000.00        | 125,000.00         | 0.00              |
|                                       | 30110 · General Reserve                | 485,311.89        | 485,311.89         | 0.00              |
|                                       | <b>Total 30100 · Reserve Fund</b>      | <b>610,311.89</b> | <b>610,311.89</b>  | <b>0.00</b>       |
|                                       | <b>32000 · Unrestricted Net Assets</b> | <b>0.00</b>       | <b>-174,901.58</b> | <b>174,901.58</b> |
|                                       | <b>Net Income</b>                      | <b>139,547.11</b> | <b>174,901.58</b>  | <b>-35,354.47</b> |
|                                       | <b>Total Equity</b>                    | <b>749,859.00</b> | <b>610,311.89</b>  | <b>139,547.11</b> |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> |  | <b>755,759.23</b> | <b>610,311.89</b>  | <b>145,447.34</b> |

Payments: The major payments this month were SPA for \$24,964.

Reserve/Capital Funds: Total Reserves amount to \$610,311.89.

CTA CD7 and CD8 have an interest rate of 0.4% and mature on 01/27/21. CDARS 2788 matures 2/4/21. The cash from the CDs will be split and place in two new CDARS.

Assessments: One POA is delinquent on the assessments.

**Oscar Roberto, CTA Treasurer**

**Ed Nelson, CTA Assistant Treasurer**

Carolina Trace Association, Inc  
Profit & Loss YTD Comparison

CTA 2020 Final P&L vs Budget

|                                     | Jan - Dec 20         | 2020 Budget          | Difference             |
|-------------------------------------|----------------------|----------------------|------------------------|
| <b>Income</b>                       |                      |                      |                        |
| Income                              |                      |                      |                        |
| Assessments POA                     | \$ 689,845.00        | \$ 682,626.00        | \$ (7,219.00)          |
| E- Sticker Taxable                  | \$ 12,527.71         | \$ 12,420.00         | \$ (107.71)            |
| E-Sticker - Residents Non Txbl      | \$ 31,960.38         | \$ 4,500.00          | \$ (27,460.38)         |
| Insurance Proceeds POA              | \$ 9,105.00          | \$ 12,000.00         | \$ 2,020.00            |
| Interest Income                     | \$ 4,296.35          | \$ 1,220.00          | \$ (3,076.35)          |
| Income - Other                      | \$ 5,753.35          | \$ -                 | \$ (5,753.35)          |
| <b>Total Income</b>                 | <b>\$ 753,487.79</b> | <b>\$ 536,890.00</b> | <b>\$ (216,597.79)</b> |
| <b>Total Income</b>                 | <b>\$ 753,487.79</b> | <b>\$ 712,765.00</b> | <b>\$ (40,722.79)</b>  |
| COGS                                | \$ -                 | \$ -                 | \$ -                   |
| <b>Gross Profit</b>                 | <b>\$ 753,487.79</b> | <b>\$ 712,765.00</b> | <b>\$ (40,722.79)</b>  |
| <b>Expense</b>                      |                      |                      |                        |
| Operating Expenses                  |                      |                      |                        |
| General Admin Expenses              |                      |                      |                        |
| 66910 · Bank Service Cha            | \$ 86.99             | \$ -                 | \$ (86.99)             |
| Accounting Fees                     | \$ 4,001.93          | \$ 6,500.00          | \$ 2,498.07            |
| Board Training                      | \$ -                 | \$ -                 | \$ -                   |
| Boat Ramp                           | \$ 2,485.00          | \$ 2,590.00          | \$ 105.00              |
| Computer                            | \$ -                 | \$ 830.00            | \$ 830.00              |
| E-Sticker Deposit Return            | \$ 500.00            | \$ -                 | \$ (500.00)            |
| Financial Charges                   | \$ 59.81             | \$ -                 | \$ (59.81)             |
| Insurance                           | \$ 36,961.47         | \$ 36,572.00         | \$ (389.47)            |
| Miscellaneous Funds                 | \$ 579.73            | \$ -                 | \$ (579.73)            |
| Printing/Postage                    | \$ -                 | \$ 520.00            | \$ 520.00              |
| Professional & Legal Fees           | \$ -                 | \$ -                 | \$ -                   |
| Trash/Waste Disposal Fees           | \$ 490.00            | \$ 360.00            | \$ (130.00)            |
| Web Presence                        | \$ 173.85            | \$ -                 | \$ (173.85)            |
| <b>Total General Admin Expenses</b> | <b>\$ 45,338.78</b>  | <b>\$ 45,842.00</b>  | <b>\$ 503.22</b>       |
| Roads & Grounds                     |                      |                      |                        |
| Drainage Maintenance & Re           | \$ 51,709.55         | \$ 58,630.00         | \$ 6,920.45            |
| Landscaping/Beautification          | \$ 17,912.92         | \$ 18,630.00         | \$ 717.08              |
| Mowing & Weed Control               | \$ 40,000.00         | \$ 40,240.00         | \$ 240.00              |
| Road Maintenance & Repai            | \$ 53,637.71         | \$ 37,260.00         | \$ (16,377.71)         |
| Sprinkler Maintenance               | \$ 1,825.00          | \$ 620.00            | \$ (1,205.00)          |
| Storm Clean-up                      | \$ 3,657.00          | \$ 8,280.00          | \$ 4,623.00            |
| Tree Trimming/Removal/Pr            | \$ -                 | \$ 8,690.00          | \$ 8,690.00            |
| Roads & Grounds - Other             | \$ -                 | \$ 9,000.00          | \$ 9,000.00            |
| <b>Total Roads &amp; Grounds</b>    | <b>\$ 168,742.18</b> | <b>\$ 172,350.00</b> | <b>\$ 3,607.82</b>     |
| Safety & Security                   |                      |                      |                        |
| CERT Supplies                       | \$ 2,148.16          | \$ 2,480.00          | \$ 331.84              |
| E-Sticker Purchase                  | \$ 5,511.30          | \$ 12,150.00         | \$ 6,638.70            |
| Gate / Gatehouse Maintena           | \$ 10,328.90         | \$ 10,350.00         | \$ 21.10               |
| Gate House Supplies                 | \$ 8,288.48          | \$ 2,400.00          | \$ (5,888.48)          |
| Security Camera/Recorder            | \$ 1,741.49          | \$ -                 | \$ (1,741.49)          |
| Security Contract                   | \$ 299,667.24        | \$ 303,188.00        | \$ 3,520.76            |
| Utilities                           |                      |                      |                        |
| Utilities - Not Internet& \         | \$ 11,646.65         | \$ 14,000.00         | \$ 2,353.35            |
| Utilities Internet & Video          | \$ 5,170.74          | \$ 8,000.00          | \$ 2,829.26            |
| Utilities - Other                   | \$ -                 | \$ -                 | \$ -                   |
| <b>Total Utilities</b>              | <b>\$ 16,817.39</b>  | <b>\$ 22,000.00</b>  | <b>\$ 5,182.61</b>     |
| Safety & Security - Other           | \$ 3,711.85          | \$ 500.00            | \$ (3,211.85)          |
| <b>Total Safety &amp; Security</b>  | <b>\$ 348,214.81</b> | <b>\$ 353,068.00</b> | <b>\$ 4,853.19</b>     |
| <b>Total Z2 SG Upgrade 2020</b>     | <b>\$ 16,290.44</b>  | <b>\$ 22,000.00</b>  | <b>\$ 5,709.56</b>     |
| Operating Expenses - Other          | \$ -                 | \$ -                 | \$ -                   |
| <b>Total Operating Expenses</b>     | <b>\$ 578,586.21</b> | <b>\$ 583,260.00</b> | <b>\$ 4,673.79</b>     |
| 66000 · Payroll Expenses            | \$ -                 | \$ -                 | \$ -                   |
| <b>Total Expense</b>                | <b>\$ 578,586.21</b> | <b>\$ 583,260.00</b> | <b>\$ 4,673.79</b>     |
| <b>Net Income</b>                   | <b>\$ 174,901.58</b> | <b>\$ 129,505.00</b> | <b>\$ (45,396.58)</b>  |

## February Safety & Security Report

We had an interruption to our phone service this month. Our switch to Verizon has been a positive change and our phone service has been far more reliable, on the whole. The issue this month was a software related problem that affected all businesses with our phone system, and it will hopefully not be repeated.

The visitor's gate arm is in need of replacement. Unfortunately, the company we purchased the replacement from has managed to send three of the wrong gate arm type, so repairs are ongoing as we handle this issue.

Based on the discussion last month regarding when SPA officers are allowed to enter a POA, I have drawn up a document to help clarify this. This document will be sent to Directors as soon as the Security Committee has approved it. Upon hearing that POAs at one time signed a permission form to allow SPA officers entry into their POAs, I have also created a similar form. The idea is to make sure POAs have final approval on how and when SPA officers are allowed to enter their property, to clarify to residents when they should call the gatehouse and when they should call the Sheriff's, etc, and to make sure we are adhering to the actual purpose of our security contract with SPA. Their mandate is to monitor and control ingress and egress from Carolina Trace, not to act as a police force within Trace.

Work on adding a new e-sticker reader to the front gate is ongoing. We have a few issues to clear up before work can begin. We hope the completion of this project will coincide with the opening of the South Gate in April. Prior to both of these projects going live, messages will go out to Directors and Residents across all platforms to make sure everyone is aware ahead of time.

Research has been done on the three proposed solutions on how to handle the litter building up along Traceway. A document outlining these proposals and their estimated cost and effectiveness will be passed along to Directors for them to review. At the Security Committee meeting Monday night, the committee will go over these solutions and bring our recommendation to the Directors for their approval.

We welcomed a new member to our Safety & Security Committee this month. Anthony Hoots brings much needed new perspectives to our committee with his experience with CTVFD and his work inside Trace. We are excited to have him on board.