

Wednesday, November 16, 2022

CCHOA is managed by Cedar Management Group (CMG). Contact information:  
Email: support@mycmg.com, or call 704-644-8808.

**\*\* MINUTES ARE AVAILABLE ONLINE AT CHALCOMBECOURT.COM. \*\***

**REMINDER TO ALL RESIDENTS:**  
**IF YOU SEE ANY SUSPICIOUS ACTIVITY ON THE PROPERTY, IMMEDIATELY CALL 911.**

**I. Call to Order:** The meeting was called to order at 6:30 p.m. Board members David Goodrum, Carol Cedar, Will Frazier and Lauren White were present. Nicole DeRiso, our Cedar Management Group Team Leader, was also present. All board members voted to approve Katie Gregory to the seat open on the board.

**II. Reading and approval of prior meeting minutes:** The Minutes from the meeting held on Sept 21, 2022 were read and reviewed by all Board members. After a motion was made by David Goodrum and seconded by Carol Cedar, the Minutes were approved by all Board members. The Board elected the following officer positions: David Goodrum, President, Carol Cedar, Vice President, Will Frazier, Treasurer, and Lauren White, Secretary.

**III. Treasurer's Report:** The treasurer's report was presented. **For the month of August 2022: revenues:** \$25,647; expenses: \$27,538; and net loss: (\$1,891). **Year-to-date through August 2022:** revenues: \$214,853; expenses: \$214,803; and net gain: \$50. **Total cash assets:** \$45,220.39. **For the month of September 2022: revenues:** \$25,717; expenses: \$23,602; and net gain: \$2,115. **Year-to-date through September 2022:** revenues: \$240,568; expenses: \$238,403; and net gain: \$2,165. **Total cash assets:** \$45,634.73. The completed form indicating the reason for review should be returned to CMG. Following Board approval of the request, the audit report will be mailed or emailed to the requesting resident(s).

**Insurance Update:** The master insurance policy premium for the period covering November 17, 2021 through November 17, 2022 is \$52,197.30. A down payment of \$11,326 has been paid, and there will be ten monthly payments of \$3,591.27. Due to our large number of claims for water damages in our community, our master policy has a \$25,000 deductible for covered water-related claims and a \$10,000 deductible for all other covered claims. The roof status is ACV (or Actual Cash Value). It is very important for homeowners to maintain/replace relevant appliances as needed. We highly recommend that each homeowner have condo insurance that will protect you for these amounts should you have water or other damage in the future.

**IV. Standing Committee and/or Special Topics Reports:**

**A. Pool and Clubhouse:** David Goodrum, chairperson. For pool issues call Alex Clay at Aqua Tech (704-661-3183).

1. Pool Keys: Only one pool key is issued per condo. If you need a pool key contact CMG. All pool keys are \$25.

Pool key replacements must be picked up from the CMG office. They will not be mailed.

2. Pool Volunteers: Needed daily during the summer to make sure that chairs and umbrellas are properly arranged and that the pool gate is locked.
3. Clubhouse: Contact CMG to reserve the clubhouse. A \$125 deposit is required.

**B. Landscape and Grounds:** Residents are reminded to sweep entrance areas and stairways.

**C. Welcome:** Contact CMG for welcome packages and parking stickers/pool keys.

1. Guest parking: Residents are requested to encourage visitors to park in areas away from the buildings. Overnight visitors must display a visitor's tag on the visor of their vehicle. Please consider speaking with neighbors to resolve visitor parking concerns.
2. Auto Violations: All residents' vehicles must have a CCHOA decal, or your car is at risk of being towed at the owner's expense. Our towing company is Dellinger Wrecker Services.

3. **Parking:** All residents must obtain a resident parking decal from CMG. The decal must be placed on a window in your car so that it can be easily seen from the outside. Please park straight and next to the other parked cars so that the distance between cars is not excessive. Parking places in front of the buildings are most in demand, so please do not waste parking space. Visitors are to park away from the buildings.
- D. **Rules & Regulations:** All residents are responsible for reading and following the Rules and Regulations and covenants governing Chalcombe Court. You may obtain a copy from CMG by calling 704-644-8808 or sending an email request with your email or mailing address.

E. **Safety:**

**Carbon monoxide detectors are required for all condominiums in Mecklenburg County.**

Homeowners are responsible for purchasing, installing, and maintaining the detectors.

**Remember to lock your vehicle and remove any items from sight.** CMPD works with the community regarding safety issues and updates, and officers attend community meetings to keep residents informed. Officer Brian Sudimack is the Community Coordinator for CMPD Response Area 1. **Remain vigilant, and report suspicious activity by calling 911. Lock vehicles and keep belongings out of sight. If you plan to be away overnight or for an extended period, notify a neighbor and consider leaving a key. Also consider canceling newspaper delivery or have a neighbor collect your papers. Leave deck/patio lights on at night. Keep entrances cleaned up. Report lights out to CMG. The board has remained vigilant to remind all homeowners of safety precautions to take on the property via e-mail communication.**

V. **Old/Unfinished Business:**

- A. **Pool/clubhouse:** Aquatech Pool Management Company takes care of pool maintenance and treatment.
- B. **Water/roof issues:** *Reminder: Owners are responsible for exterior holes cut in building for hot water heater vent and will be billed if this occurs. Use flexible venting pipes attached to the water heater. IT IS RECOMMENDED THAT WATER HEATERS MORE THAN 10 YEARS OLD BE REPLACED. IT IS ALSO RECOMMENDED THAT RESIDENTS ALSO INSTALL AN OVERFLOW TRAY AND CUT-OFF SWITCH IN CASE OF A LEAK FROM THE WATER HEATER. FOR SECOND AND THIRD FLOOR UNITS, A HOLE AND PIPE SHOULD BE INSTALLED FOR ALLOWING WATER OVERFLOW TO RUN THROUGH THE PIPE TO THE GROUND. IF YOU INTEND TO MAKE SUCH AN INSTALLATION, YOU WILL NEED TO CONTACT THE BOARD FIRST. AS A REMINDER, NO LARGE HOLES IN THE BUILDING ARE PERMITTED.*
- C. **Violations:** See New Business.
- D. **Roof warranty:** Attorneys have been contacted for investigation and resolution of unpaid warranty issues.
- E. **Condos for sale:** See your realtor. **Contact CMG FOR BOARD APPROVAL FOR OPEN HOUSES TWO WEEKS PRIOR TO THE EVENT.**
- F. **Special Assessments History:** **2022:** \$70,000 to complete the paving of the parking lot and for unusual expenses. **2021:** There was no special assessment for 2021 due to the fact that an annual meeting could not be held in 2020 because of Covid-19 restrictions. However, dues were increased by 10%. **2020:** \$45,000 for the second phase of repaving the parking lot. **2019:** \$45,000 for repaving the parking lot. **2018:** \$45,000 for unusual expenses was approved at the June 2017 annual meeting. **2017:** \$45,000 for unusual expenses. **2016:** \$45,000 for carpentry repairs and repainting of all buildings. **2015:** 10% increase in dues. **2014:** \$15,000 to offset the large expenditures over the last year resulting from water leaks, to be paid during the months of August, September, October, November, and December of 2014. Also a 10% increase in monthly dues. **2013:** \$30,000 for new exterior lighting on all buildings, to be paid from April through December. **2012:** No special assessment; monthly regular assessment dues increase of 5%. **2011:** \$45,000 for water leaks in several buildings, pool gate and fence replacement, and reserve for additional helical piers for stability at building 5001. **2010:** \$45,000 for repair of pool operations room and the

stabilization of the foundation of building 5001. **2009**: \$25,000 for pavement and \$15,000 for the repair of the pool (total pool deck: \$31,010). **2008**: \$40,000 for paving (total paving cost to date: \$23,000). **2007**: \$40,000 for paint (total cost: \$151,458). **2006**: \$61,000 for roofing/various. **2005**: None. **2004**: \$47,000 for sink hole at 5009.

## VI. New Business:

- A. **Pool/Clubhouse**: Pool Closing 9/30/22. LOCK THE GATE
- a. **Pool season**: May 30- Sept. 6, 2023. TBA inform Aqua Tech of dates
    - i. **Lock Combination**: 9371 2023: \$7430 dates: Memorial Day-Labor Day
    - ii. **Clubhouse/bathroom housekeeper service Jan-Pro** \$100 per month for once monthly cleaning.
    - iii. **Clubhouse HVAC maintenance completed 7/25/19**
    - iv. **AquaTech: Division Supervisor: Alex Clay: 704-661-3183 Mike Molle, VP AquaTech: 704-778-5304 – handles construction. Eric Sprinkle, our tech. For summer 2022: [springkle.eric@yahoo.com](mailto:sprinkle.eric@yahoo.com); 704-299-7785**
- B. **Fountains**: All fountains have LED lights. Main fountain has new pump/motor.
- C. **Water Issues**: All completed as of 11/17/2022
- D. **Carpentry/Lighting/Painting/Roofing**: Roofing estimates: Superior Construction and Maintenance: \$338,808.00; Perimeter Roofing: \$332,625; and C&JL \$265,200 without Clubhouse. Mailboxes replacement: Carolinas Mailboxes, Inc. PAID \$7,175.00 of total \$14,350.00 from Dave Cole, VP. The mailboxes have been installed and completed.
- E. **Gutters**: A cleaning work on hold for all six buildings due to a budget. Some gutters are having to be cleaned due to issues re-window outside framework leaking.
- F. **Financial**: See Treasurers Report: CMG is requested to keep up with invoice payments for financials. For large, unexpected expenses money mkt may be used/paid back only after fulfilling paving funds.
- G. **Rules/Regulations/Violations**: R&R draft Revisions completed and available: sections A/B/C/D/E; pool/clubhouse; insurance; F/G. TBA: Sections H,I,J,K.
- H. **Mitch maintenance items**
- I. **Landscaping**: Pine needles on hold due to budget constraints. Trimming is complete. Two areas (5011-P and 5009 A) have been refilled. Blue grass proposed removal: \$600 in Nov. And \$600 in Dec. cancelled. Hager to clean at dumpster front area; clean Sharon/ Sharon View sidewalks; and mail kiosks.
  - J. **Trees / Hazard issue Duke Energy** pending to clear limbs on Sharon View 10 feet from line. Arborguard Plan: On hold: pruning at the front + 2 trees removed (\$7800) and 2 Willow Oaks in the rear - - these for dead limbs only. FYI – Future: 1) Trees near the pool and on site to be trimmed for safety. (Ronnie). 2) Tree in front of 5001-D and Leland Cypress trees near pool est. removal (\$2,900/\$5,320 - 7/3/18).
- K. **Pest Control**: To request an interior treatment to your condo, call Acme Pest Control at 704-660-7001 to request the next quarterly visit date. **Please report signs of termites/pests causing potential or real damage as soon as possible to CMG.**
- L. **Violations**:
- M. **Paving Plans**: Paving final phase IV, part one Carolina Site completed June 27-29 for \$29,589.00. Phase I/phase I redo at the front circle/phase II/phase III completed 4/27/21 for \$57,449.46. Total paid to date for paving: \$172,966.14. Proposal: Final \$42,601.85 with an included \$3,500 for lane closure for one day due to entrance paving.
- N. **Architectural**: Building 5001 earth movement monitoring 1) Engineers took measurements for 2016/2017 2) Letters sent to HO; 3) Condos in 5001 visited by engineers 2015/2016/2017 (including David King)/2018: to take photos/investigate) 4) Results sent to homeowners 5) Resulting action: Ongoing homeowner monitoring/observation and unless contacted otherwise. Engineers return as needed. Engineers visited units A,D, B, E for assessment 9/2016 no action recommended. They visited 5/19/17 units available: A, B, C, D, H, I and J, K,L. Engineers report sent to homeowners in 5001. Matt Coretelli reported no additional changes found for condos inspected 5/19/18. John Hallenbeck measured the target son building 5001

9/8/17; compared his findings to 2015-2016 and reported on 9/13/17 no significant changes were found. However, on 9/23/18 the areas of the 4 columns/outside edges of patios of units A.D and at the stairwell near unit A have moved downward in several points ¾ to 1". Engineers recommended additional piers under the columns in 2019 TBA. No visits for inspection 2018-21.

JAN./ FEB., 2020: BLDG. 5001: SEWAGE PIPE REPAIR INTERIOR 5001-D UNDER 2ND BDRM CLOSET & OUTSIDE. THIS INCLUDES INSTALLING 2 TURN OFF WATER VALVES.

O. **Spectrum contract inquiry:** Consideration TBA

P. **Annual Meeting:** 2022; 6:00pm until 7:00pm Sharon Presbyterian Church- Chapel reserved for the meeting 5:00-8:00

Paving has been spent on water leak damages to multiple condos and on mailboxes replaced.

2023 Dues @ 100,000 with 10% increase

Size A: \$355.03; Size B: \$389.95; Size C: \$420.52; Size D: \$492.29

Q. **Administrative:** Storage room payment receipts update. Nicole/Mark McClure

R. **Lighting:** Inventory FRONT/BACK DOOR CONDO LIGHTS/stored in clubhouse-use samples.

S. **Grills:** Please call 911 for the Fire Department if you see anyone using a grill other than electric. Electric grills are located at 5003-N, 5011-B, 5009-G, and 5009-H as far as the board has been made aware.

T. **Association Insurance:** Next renewal: 11/17/23. Renewal 11/17/22. 2021 down payment: \$13,911.84/Int. 6.99%. \$25,000/\$10,000 deductible 2022. Roofing declared unsatisfactory on building 5011. Segment of roof above I/J/K/L replaced. Insurance response pending.

U. **Fire Panels:** Eastway Lock and Key: Safety test completed 6/2/2021. Saved money!

V. **Towing:** Dellinger Wrecker Services. 10256 Industrial Drive, Pineville, NC 28134 704-588-3875.

W. **Time Warner Cable Now Spectrum:** FYI Contracted discount continues. Contract term ends 2022. The board is reviewing the contract currently.

X. **Painting Summary:** Grand Total: \$242,572.41

Y. **CMPD Contact: Officer Beth Jackson [bjackson@cmpd.org](mailto:bjackson@cmpd.org)**

**VII. Adjournment:** The meeting was adjourned at 7:57 p.m. The next Board meeting is scheduled for Tuesday, December 13, 2022.

**VIII. Annual Meeting:** The next annual meeting is TBD

Respectfully submitted,

Lauren White, Secretary

Board of Directors

Chalcombe Court Home Owners Association

## ***GENERAL INFORMATION AND REMINDERS***

**VEHICLES:** Keep parking decals and visitor hangtags visible. Visitors should park away from the building facing the woods. Keep vehicles locked at all times and all belongings out of sight. Since we do not have lined parking spaces, please be considerate and park reasonably close to the next vehicle.

Overnight parking of trailers, PODS, trucks, boats, and other recreational equipment is strictly forbidden or for one or more days unless prior approval is granted by the Board. If approval is granted, a specific parking area will be designated. Contact CMG to request approval two weeks in advance of bringing any of the above on our property.

**POOL:** The pool will be open from May 1 through September 30.

**QUIET HOURS:** The hours between 11:00 p.m. and 7:00 a.m. are designated as “quiet hours.” Residents should refrain from operating appliances such as dishwashers, washing machines, clothes dryers, or any other noisy machines and should not play loud music or have loud outside conversations and gatherings during this time. In short, be considerate of your neighbors.

**CARBON MONOXIDE ALARMS:** Carbon monoxide detectors/alarms are required for all condominiums in Mecklenburg County. Homeowners are responsible for purchasing, installing, and maintaining the alarms in working order.

**FIRE EXTINGUISHERS:** Keep a fire extinguisher that is easily accessible in your condo.

**POWER OUTAGES:** In the case of a power outage, call Duke Energy (800-769-3766) to report the outage and to get an estimated time of repair.

**FEEDING THE DEER:** As advised by Animal Control, PLEASE DO NOT FEED THE DEER. Feeding wild animals draws scavengers, including rodents and roaches.

**GRILLS:** Only electric grills are allowed on patios and decks. If you see a resident using a gas or charcoal grill on a patio or deck, please call the Fire Prevention Bureau at 704-336-2101. Other grills must be placed at least 10 feet from the buildings and any pine straw. Grills must be attended at all times. After grilling with charcoal, spray water on the grill and remove the grill from the area where it was used. Combustible materials may not be stored on patios/decks or in storage rooms.

**DOGS:** Dogs at Chalcombe Court may weigh no more than 25 pounds. Dogs must be walked only around the outside perimeter of the property. Dog owners are responsible for keeping dogs quiet and for cleaning up dog waste. A Charlotte-Mecklenburg ordinance requires dog owners to clean up waste on both private and public property, regardless of the size of your pet. Violators should be reported to CMPD 311 or 911 along with a photograph.

**COMPACTOR:** Turn the key to the left of the chute when the compactor looks full. If the key will not turn, gently pull the button below the key to reset; then try the key again. **NO FURNITURE, WOOD, OR METAL ITEMS SHOULD BE THROWN IN THE COMPACTOR;** instead, request a bulky item pick-up (see below).

**BULKY ITEMS:** *Do not leave large appliances and/or furniture at the compactor.* This is unsightly for residents and guests and may interfere with compactor pick-up. For large items, such as furniture, appliances, or other large

items that are still usable, please consider donating them to the Habitat Re-Store (704-392-4495) or the Salvation Army (800-SA-TRUCK). Both organizations will pick up. You may also schedule a bulky item collection by calling 311 (or 704-336-7600). Provide your name, address, property name, and a list of items to be collected. When your collection has been confirmed, you will be given a pick-up date. No sooner than the night before, place the items on the grassy area to the right of the compactor gates in a way that does not obstruct garbage collection. If you have any renovations done to your unit, your contractor should be responsible for proper disposal of construction debris. Construction debris and dangerous or hazardous materials will NOT be collected.

**WATER MANIFOLD SYSTEM:** All units have a metal box located in the wall inside one of the bedroom closets containing a manifold system of valves for individual cut-offs within the unit. Below the door is a protruding arm with a cut-off valve that will turn off ALL water in the unit. On top of the arm is a bulb-shaped device called the PRV (pressure release valve). If you encounter water pressure problems, direct your plumber to the manifold. The plumber might try releasing the PRV and then reattaching, which will allow debris to flush down the water line.

**WATER HEATERS:** When you replace your water heater, remind your plumber to NOT cut new vent holes in the building, to use flexible venting pipes for connection, and to use the existing hole for venting to the exterior of the building.

**SMOKING:** We prefer a non-smoking environment to protect everyone from a fire hazard. However, if you smoke, clean up your smoking debris and ask guests and contractors to comply.

**OUTSIDE FIRE ALARMS:** If you hear our fire alarm horns go off, please call 911 immediately and ask for the fire department. All fire alarm boxes are located between units K and I on the outside of buildings 5003, 5007, and 5011. Only the fire department can reset the alarms.

**COURTESY REMINDER:** Please be mindful that cleaning grills and other items or watering plants on your patio or deck may result in debris or water leaking onto a patio beneath yours.

**MAILBOXES:** If your mailbox is broken or your mailbox key is lost, contact the Starmount branch of the Post Office. This is a homeowner responsibility. If mail is delivered to your mailbox in error, please either take the mail to the addressee or place it in the glass box at the kiosk. Any complaints about mail delivery should be directed to the U.S. Postal Service Center at Minuet Drive; the phone number is 704-522-3842.

**FIREPLACES:**

- Do NOT use treated wood or any type of log other than seasoned wood in your fireplace.
- Do NOT use commercial logs like Duraflame, etc. or paper logs.
- Do NOT use coal in your fireplace.
- Avoid a build-up of creosote and sooty matter in the chimney.
- Stay in the room when you have a fire burning.
- Do NOT have a roaring fire – our fireplaces are apartment size.
- DO have a chimney sweep inspect your fireplace and chimney flue once a year.

**OUTDOOR HOLIDAY DECORATIONS:** No LIGHTED decorations are allowed on front entrances, decks, patios, or porches.