

Autumn Hall Community
Board of Directors Meeting – April 13, 2021

Attending: Charles Babington, Tim Kroenke, Dan Ludwig, Greg Holder, Travis Crow, Mike Brown

1. Meeting was called to order in Arbor Park at 2:00 PM.
2. The Board Meeting minutes from Feb. 16, 2021 were approved as presented.
3. Committee Updates & Appointments
 - a. Landscape: Saved \$4K + on mulch/pine straw applications. Irrigation repairs in the works. Wrightsville Beach Landscaping to do a COA audit for builder responsibilities. Discussion with owner regarding areas of concern. Eastwood entrance – Quote for work to spruce up. Getting street island bids. Expenses in line with budget.
 - b. Infrastructure/Pool: Pool opens on April 24th. NC Covid restrictions have been relaxed to allow 53 people in the area. Still need to sanitize on a regular basis. Kitchen and bathrooms to be cleaned. **No** toys, balls, floats, etc are allowed at the pool at this time. Working to install new fabric slings on lounge chairs.
Chapel Park – Replaced caps on fence posts, braced some posts. New playground equipment to be delivered soon. Meeting with appropriate personnel to discuss street repairs for turnover. Sidewalks have been power washed. Lights removed in Maple Park. Expenses are in line.
 - c. Finance: Budget tracking needs adjustment in pool furniture line. Looks like it also includes park furniture. Maybe a shorter summary to provide residents showing YTD v. Budget. Expenses in line.

4. New Business:

- a. Old Business: Still need a member to replace Marybeth – searching. Marybeth previously provided quarterly AH updates. These will continue, perhaps on different schedule.
Fence issue – fines being added to account.
Irrigation in islands/other items – work with developer to recover costs.
- b. New Business: Recognize Marybeth Burns for her service in Autumn Hall. Mike proposed a varnished wooden plank with plaque attached. This motion was made by Charles, seconded by Mike and passed unanimously.

5. Other New Business: Travis to provide updated owner roster.
Noted that owners continue to use scrap construction materials in the Arbor Park fireplace. Should only use cut wood provided, located behind the fireplace.

6. Next Board Meeting Date/Time
June 8th at 2:00 PM at the Office of Premier Management – 1985
Eastwood Road Suite 202

There being no additional new business, the meeting was adjourned at 3:00 PM.

Respectfully Submitted,

Greg Holder
Secretary

2021 AH Landscape Budget Summary

Category*	2021 Budget	YTD** Expense	Trend Forecast	Comments
WBL Contract: \$6,150/mo for lawn services & \$7,600 billable (\$1.5k aeration, \$5.1k bed herbicides, \$1k Eastwood berm)	\$81,400	\$19,486	\$81,400	Tracking per budget: Jan - \$6,150 lawn service, \$334 billable expense, Feb - \$6,150 plus \$156.75 billable expense, March - \$6,150 plus \$545.38 billable expense
Irrigation System Repairs	\$5,500	\$0	\$5,500	Audit performed; \$2200-\$2400 estimated repairs, WBL confirming builder charges
Landscape Supplies: Spring mulch and pine straw.	\$24,000	\$0	\$22,000	Mulch refresh completed; WBL offered \$4,000 (~10%) savings to Master and CoA for performing service in March (~\$2,000 CoA savings)
Landscape Projects -Tree Trimming: \$10,000 -Old Garden/Edisto Grass: \$6,500 -Dead Tree Removal: \$1,500 -New Trees: \$13,500 -Turf replacement: \$5,000*** -Street Islands: \$7,500 -Shrub Replacement: \$2,000 -Susquehanna Cleanup: \$4,000	\$50,000	\$10,312	\$47,425	<ul style="list-style-type: none"> - <u>Tree trimming</u> completed in February. Competitive bid came in at \$12,850 for the Master and COA areas – this is \$7,150 better than budget for Master and COA combined (\$20,000) – Savings to COA budget for this item of \$3,575 - <u>Old Garden/Edisto Grass</u> – Revisited area on 4/7, WBL will re-submit proposal - <u>Dead Tree Removal</u>: ~16 trees and some large dead branches trimmed on 1/8, COA was billed \$1,887.50 (50% of bill) - <u>New Tree planting</u> must consider 2020 Susquehanna “promise”. Placements on Susq flagged. Budget amount will plant/water 11-15 trees. Awaiting WBL bid. - <u>Turf Replacement***</u>: Identified areas for replacement are Salnier entrance, Striking Island entrance, Mound Battery, Chapel Park entrance - <u>Street Islands</u>: Island on Midnight Channel near Pantego delayed till city street turnover (reshape/removal) impact determined. Island on Mound Battery did not have irrigation – oversight - all other islands in AH have irrigation. Awaiting WBL proposals for Midnight Channel and Mound Battery islands - <u>Shrub replacement</u> to prioritize pool boxwoods (\$1,026 WBL est.) - <u>Susquehanna cleanup</u> completed in February under budget (\$2,000 – 50%)
Total	\$160,900	\$29,798	\$156,325	Lower Trend Forecast due to savings (\$7575) on Susq. Ln clean-up, Tree Trimming and Landscape supplies (partially offset by higher anticipated costs (\$3000) for dead tree removal, Old Garden/Edisto grass and Chapel Park entrance)
Reserve Funding – Landscape				
- FY2019 EOY Reserve	\$2,150			
- FY2020 plan (\$900/mo)	\$10,800			
- Year-End	\$12,950		\$12,950	

*These categories are those used by Premier Management for budget preparation and tracking, **YTD through March.

NOTE: Grass / Groundcover replacement areas identified in following Master areas: Eastwood entrance and Orton Point

AUTUMN HALL POOL/INFRASTRUCTURE COMMITTEE REPORT
13 APRIL 2021

1. POOL: The resurfacing project was completed and looks great. We plan to reopen for the season on Saturday, 24 April and passed the required inspection to operate last week. Slings to redo all existing pool furniture, as well as new umbrella shades and 3 new umbrellas, have been received. About 55% of the furniture has been recovered to date with volunteer labor, and we should be done in time for opening. Excess furniture not from the original design to be offered for sale to another pool association. We set up a new waste/recycle bin location and eliminated some other bins that have been a problem, will install an outdoor shower enclosure, and will have everything cleaned up for opening. We can operate at 100% capacity but at this point still require a sanitization plan and restrictions on pool floats and toys. Hopefully this will be rescinded soon.
2. CHAPEL PARK: All 51 fence post caps (all were bug-eaten and rotted) were replaced with volunteer labor, and we temporarily stabilized 8 leaning fence posts. They will have to be concreted in at some point, depending on budget. The new playground equipment has been ordered and Armand is awaiting delivery.
3. STREET AND OTHER INFRASTRUCTURE TURNOVER TO CITY: Mike Brown and I had a meeting to discuss next steps, which we agreed will be a meeting with one city engineer contact to gain agreement on standards, deviations, and what actually is expected. Mike to set this up. Afterward, the developer has staff to lead the effort to get the punch-list handled.
4. OTHER ITEMS: Sidewalks and lamp posts were power washed. Temporary lights were taken down in Maple Park, with the option for the neighbors around the park to request (via application to the DRC) lights be installed as in Arbor Park, if desired.

Respectfully submitted,

Dan Ludwig
Chair of the Committee

Autumn Hall COA Budget Tracking 3/31/2021

We are comparing spending through March 31, 2021 with the budget presented by the HOA to the homeowners at our November 2020 Annual meeting.

Item	2021 Plan	YTD Expected	YTD Actual	Remarks
Master Association	102,276	25,569	25,569	Dues are paid quarterly at 25,569 each quarter
Reserve Build Up	46,800	12,000	10,520	Reserve Total is \$52,531
Infrastructure Costs	77,790			33,370 Budget plus 34,600 One Time Assessments levied in 12/2020 and 01/2021
Pool Resurface	42,000	52,000	52,637	Complete. Spent \$23,742 in 2020 and 28,895 YTD incl some furniture repairs and new playground equipment in Chapel Park
Pool Furniture	10,000			
Pool Contract/Supplies	11,400	2,850	2,542	
Arbor Park Fireplace	-----	-----	-----	Repair Complete. Paid by Master Association
Electric/Gas/Water	11,850	3,025	1,929	\$1,075/month expected
Landscape Costs	160,900			2021 Landscape Budget is 160,900
WBL Contract	81,400	20,340	19,486	6,150 per month plus \$630 for extras (herbicide, aeration, etc.)
Irrigation System	5,500	0	0	Testing in progress
Landscape Supplies	24,000	0	0	Includes Spring Mulch and Pine Straw Spruce up – billing in April
Landscape Projects:				
Tree Trimming	10,000	10,000	6,425	Complete
Streetscape Groundcover	6,500	0	0	Old Garden/Edisto area
Tree Removal/ Replacement	15,000	2,000	1,887	Removal of dead trees
Streetscape Grass Replacement	5,000	0	0	Not started
Street Island Beautification	7,500	0	0	Not started
Shrub Replacement	2,000	0	0	Pool Area and other areas – not started
Susquehanna Brush Clearing	4,000	4,000	2,000	Completed northern section
Administrative Costs	19,683	7,415	5,606	Insurance/Mgmt. Fees/Legal/Supplies
Social Committee	1,000	0	0	

Potential Budget Challenges for 2022:

Major Storm Damage caused \$57,000 recovery cost after Florence. Our Reserve Accounts are not yet funded to handle this magnitude if we get a major storm.

Turnover Street to City. City required items that are not paid for by developer (such as traffic calming structures) are big ticket costs. If these are not installed by the City, the HOA will have to pay for them.