

## CDPOA BOARD MINUTES

June 11, 2019

Board Members Present: Martha Grigsby, Sandy Yates, Linda Cocke, Betty Jane Fourspring, Anne Snider, Karen McAlister, Joe Merck

Committee Chairs and Coordinators Present: Fritz Briggs, Diana Manly, Susan Robinette, Harry Sutton

Others: Michael Madar, Wendy Longo

Martha Grigsby, President, called the meeting to order at 2:01 p.m.

Roll Call – Linda read the roll of those present.

### Special Order

Michael Madar had requested time to speak to the Board regarding the Garden House.

- Thought that the Garden House was totally paid by donations.
- Now the POA has to maintain it and that is not in the current budget.
- Thinks it is a “white horse” and everybody is now going to have to pay for it.
- Thinks a mandatory vote should have been taken before building it.

Martha – The prior Board “built” the Garden House.

Michael Madar

- Says it makes no sense to pay for something that some may not use.
- Why does the POA have to maintain it?

Martha – We now have it and need to maintain it.

Michael Madar

- Contingency of homeowners is not taken into consideration.
- Why not remove it? A one-time expense rather than paying for supplies

Michael Madar

- Next time the Board decides to do a project maybe there should be a committee to decide why it shouldn't be done.

Martha – Will have numbers at end of season. Since this is the first year the GH is being used, we have no way of knowing at this point what the usage will be.

### Comments by others

- While David Moorhead lived on Birch Place, he let people use their bathroom.
- There is a bathroom in the CARC facility that can be used.
- The Garden House project has cost approximately \$1,000 more to finish than was donated. Since the bills had to be paid the money has come from the budget.
- There will be maintenance going forward.
- WE are going with a professional to clean the waste tank approximately 3 times a year.

Martha thanked him for his comments and said that they had merit regarding building projects being undertaken with little consideration to future maintenance.

#### Minutes – Linda Cocke, Secretary

- May minutes were approved electronically and sent to POA residents in an email.

#### Treasurer's report –Betty Jane Fourspring

- Copy of current budget report was handed out and is attached to hard copy of POA minutes.
- Nothing unusual this month.
- Motion to accept treasurer's report as presented was made by Sandy Yates and seconded by Anne Snider. Motion passed.
- Treasurer is to give status of budget and present budget remaining for July through December at July meeting.

#### President's Report – Martha Grigsby

- This meeting brings us to the halfway mark of our board service for 2019. It has been a productive six months and we have been successful on a number of fronts. I want to thank all the board members for their donation of time and talent to keep our POA humming along.
- The next six months will find us working to solve major stormwater drainage problems, erosion of the creek bank below the Downs Loop bridge, yard waste disposal, poor lighting along some of our streets, and a few others. Also, we will be preparing for our 2019 Annual Meeting by establishing a Nominating Committee in September to select candidates for 2020/21 BOD positions; evaluating our current by-laws and ARC guidelines for possible changes, amendments, and/or revisions; and writing a proposed budget for 2020.
- Since our May BOD meeting the City of Clemson has given FINAL approval for an additional light pole with double heads to be placed across from 104 Downs Blvd. City staff members are looking at adding other lighting as well. It seems that some thought we were the customer but the City is the customer. City makes request for a new pole. If it is approved it goes back to the City for final approval as they are the customer and it will be covered by their budget. One new pole has been approved. The City is looking at the possibility of others.
- In addition to the repaving of Summer Walk, the City of Clemson will also repave Kendra Place, and Bayberry Lane this summer. We have asked the City to consider Birch Place this year if funds are available.
- Another intersection here (Summer Walk and Kendra Place) was found to be without a STOP sign. That makes three locations this year that have been found to be out of compliance with SC State Law. City staff have placed official signs from the SC Dept. of Transportation at these sites to bring both the City and Clemson Downs into compliance with state law.
- Earlier this year Mr. Hinkle, Director of Storm Water Projects for the City, agreed to establish a drainage system to remove standing storm water from the area around the fire hydrant on Downs Loop. In order to budget this work for 2020, he asked for a letter of permission from the CDPOA and CARC, INC. Both letters have been written and received.
- The Garden House is open and is available for use by those reserving the Gazebo for special events. The Board of Directors will send out a flyer with details for making reservations and use of both the Gazebo and the Garden House.
- The goats have arrived and are working hard to clear underbrush behind CARC Buildings A and B and at the creek. Please be aware that the fence around these areas is electrified. This is a CARC project. The CDPOA is not involved but we are grateful to them for clearing the creek area.
- The fence beyond the Woodland Walk Bridge has fallen. Until it is replaced the Common Properties Committee Chair has had Ryan Smith to string tape on the side of the path where the fence was to alert anyone walking there. Please be careful when walking in this area.
- The agreement between the CDPOA Board and Ft. Hill Natural Gas Authority is complete. After hearing the input from homeowners at the Town Meeting, which showed that about 90% of those attending to be in favor of having natural gas available in our neighborhood, the BOD voted in favor of the project under two conditions—that the line on Common Property behind David and Virginia Baird's lot would have cut off valves on each end

with the line being clearly marked and that Ft. Hill accept the easement offered by the Baird family through their private property rather than having more common property involved. Those conditions have been met. I am told that installation will begin in four to six months from now. The BOD has been assured that we will be notified several weeks prior to the start of any activity connected with this project so that homeowners will be informed.

- All the homeowner surveys taken by board members have been completed and we will begin to use the results as we strive to develop closer communication between the BOD and the POA.

## Committee Reports

### A. The Architectural Review Committee – Susan Robinette, Chair

#### A. Met on Thursday, June 6, 2019 and considered three applications.

- Kirk Rutter for Mary Rutter, deceased – 3 Birch Place – request to replace board and fascia as needed with board siding and paint with color of existing trim Sherwin Williams Coconut Husk, LRV 11. RECOMMENDED
- Fritz Briggs – 1021 Keystone Lane – request to add fascia support with another column and paint same color as present trim: LRV 28-31 – sample submitted. RECOMMENDED.
- Eileen Rizzo-Patron – 44 Hickory Way – request to continue paved walkway around side of house to back entry. Revised landscape plan included. RECOMMENDED.
- All three requests were recommended by ARC.

#### Board Vote:

- Request #1 – 6 “Yeas”
- Request #2 – 6 “Yeas”
- Request #3 – 5 “Yeas”, 1 “No”

- B. Discussed present mailbox situation and contractor letter. Decided ARC will deliver another request to those who received notices and have yet to repair their mailboxes. Approximately 20 out of 54 still need to be repaired.
- C. Discussed driveways and the ARC Guidelines in regard to a recent occurrence. Guidelines are not specific regarding asphalt repair. ARC decided if existing asphalt driveway is in need of resurfacing rather than repair, a concrete driveway will have to be installed. We will correct the Guidelines to specify this at year’s end.
- D. Susan is checking with a contractor to see what can be done about the excessive heat in our garages other than leaving the doors open 15” as stated in the Covenants and Restrictions, Article VIII, Section 11. The Committee is looking into a free-standing air-conditioning unit with tube for exhaust.

Martha gave the Board an explanation that she was given when she served on the BOD in 2008 on why the homes have “large” mailboxes. Years ago, the postal workers were having to get out of their trucks to deliver large packages to many homeowners. An agreement was made that the POA would get larger mailboxes, which meant larger posts were required, so that workers would not have to exit trucks so often.

There is a City ordinance regarding picking up pet poop. Stations have been placed on CARC property making available poop bags for use by pet owners. There is a \$275 fine if you are caught not picking up after your pet. Dogs and CATS are included. We might want to put on the Nextdoor APP. It will be in the COMMUNICATOR.

## **CLEMSON CITY CODE ORDINANCES**

### **CHAPTER 11 MUNICIPAL UTILITIES (1):**

#### **FOOTNOTE(S):**

Editor's note—Ord. No. CC-2015-10, adopted March 23, 2015, repealed Art. V in its entirety and enacted a new Art. V to read as set out herein. Former Art. V, §§ 11-151—11-157, pertained to stormwater management and sediment control and derived from Ord. No. CC-97-001, adopted April 7, 1997.

## **ARTICLE V. STORMWATER MANAGEMENT ORDINANCE (4)**

### **DIVISION 4. ILLICIT DISCHARGES**

#### **Sec. 11-193. Waste disposal prohibitions.**

No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained, in or upon any public or private property, driveway, parking area, street, alley, sidewalk, or component of the SMS4 any refuse, rubbish, garbage, litter, pet fecal matter, or other discarded or abandoned objects, articles, and accumulations, so that the same may cause or contribute to pollution. Yard debris, including natural foliage, may be deposited in the public right-of-way but not in or on any stormwater conveyance structures, including inlets and gutters, but only if a collection service is available. Wastes in proper waste receptacles may be placed in the street for collection, but again only if collection by or through the city is in place. No waste or yard debris shall be placed in the street without such a collection service.

(Ord. No. CC-2015-10, 3-23-15)

- B. Television Committee – Harry Sutton, Chair
- Now have 87 on Northland Cable TV and will have 1 more next month.

- C. Common Properties Committee – Fritz Briggs, Interim Chair

#### **Storm Water**

- Keystone Flooding –Corps Case Number SAC-2019-00725, Drainage Ditch/Keystone Flooding. The June 4<sup>th</sup> meeting with Kristen Andrade, Corps of Engineers, was cancelled for family reasons. We will meet, on site, June 18<sup>th</sup> at 1:00 p.m. This to get the information needed for a Letter of Determination, i.e. are we dealing with a drainage ditch or stream. This will, in great measure, determine how we proceed to relieve the flooding.
- Creek Erosion –Corps Case Number SAC-2019-00724, Downs Loop Bank Stabilization. As mentioned above, the meeting with Andrade will now be June 18<sup>th</sup>. This to determine what we can or cannot do to stabilize our creek bank on a stream already a Corps responsibility.
- The City has begun the ditching from the CARC parking lot to the creek. Our first read is that, at the current stage of construction, it will not adequately accomplish the diversion needed. We have passed that observation on to Nathan Hinkle.
- Birch Flooding – Clemson Engineering Services estimates an elevation survey of the drainage ditch will cost between \$600 and \$700, including observational data of ditch condition. The Committee recommends the Board share the survey cost with the owners of the properties involved on Downs Blvd. and Birch Place since about 50% of the survey will be of Common Property. Achieving member participation will be the purview of the Board.
- Swamped Fire Hydrant – Letters from CARC & CDPOA, saying it's OK for the City to proceed, have been sent to and received by the City.

**Conservation Easement/Woodland Walk** – The split rail fence between the bridge and Bayberry has deteriorated to the point that repairs are no longer an option; it must be replaced. Ryan Smith will provide an estimate when he returns from Military training. Thinking it will be in the \$600 to \$700 range.

John Garton completed a preliminary survey of the flora in our conservation easement (list follows this report). The diversity is interesting. It should be publicized to the membership, perhaps on the website.

**Garden House Accessibility** – Ryan Smith completed a safe and sturdy access platform and step.

**Miscellaneous** – We have orange plastic caps which may be installed over exposed lot survey pins to make the pins more easily found over time. These are free of charge; contact Fritz Briggs.

As we begin to consider guidelines/guides for the committee we did decide that no plantings by the membership will be allowed on common property.

### **Clemson Downs: Woodland Walk Flora**

#### **HERBACEOUS SPECIES (wildflowers, etc)**

Bedstraw  
Bluebells, Virginia  
Blood Root  
Celandine poppy  
Christmas Fern  
Crane fly orchid  
Hog Peanut  
Hosta\*  
Jack-in-the-pulpit  
Japanese grass\*  
Jewel weed  
May Apple  
Monkey grass\*  
Polk Weed  
Trillium  
Prairie Trillium\*  
Faded Trillium  
Violet, Common Blue  
Yellow Wood Sorrel  
Large Fern(?)

#### **SHRUBS**

Autumn Olive\*  
Azaleas, white and purple  
Mahonia\*  
Mtn Laurel  
Nandina  
Pawpaw

#### **TREES**

American beech  
Elm (?)  
Hackberry  
Iron wood  
Persimmon  
Red Maple  
River birch  
Short leaf pine  
Sweet gum  
Sycamore  
Willow oak  
Yellow poplar

#### **WOODY VINES**

English ivy\*  
Japanese honeysuckle\*  
Virginia creeper

\*species generally considered non-native to this area of SC

#### D. Communication & Welcoming – Anne Snider, Chair

##### Welcoming

- Sylvia Peters has visited one new couple, Gary and Eunice Rowell, 11 Birch Place.
- Sylvia has updated welcoming information, including important documents to distribute to new residents.
- Sylvia is looking for a replacement to do the welcoming—looking for volunteers

The Rowells have requested to use a golf cart to places at the The Downs so they will not have to drive their car. The cart will be parked in the garage.

Martha called Crossie Cox on City Council. All the Rowells need to do is comply with State laws.

We may want to look at how this pertains to common property regarding restricting carts and other motorized vehicles to sidewalks and streets.

##### Website

- Sessions, visitors, and page views down slightly.
- Average time on site up slightly.
- New sessions up more than 10%.
- Most visited pages
  - Home Page
  - Bulletin Board
  - Homes for Sale
  - Board Minutes
  - Calendar
- US visitors
  - Mostly from Clemson area, but a fair number from Chicago and Mount Pleasant (possibly people planning to retire here?)

##### Communicator

- Next issue will be out the end of June and will contain items for July and August.

##### Other items:

- Anne is working on a flyer for the Garden House.
- Ann Fuhr has the form for reserving the Gazebo and Garden House.
- Reservation form will be in the next Communicator and also on-line.

#### E. Social Committee – Diana Manly, Chair

- 25 attended the June 7<sup>th</sup> Friday get-together which was hosted by Wendy Longo and Fiona Neill. The July 1<sup>st</sup> Friday get together will be hosted by Sandia Rosche and Harry Sutton.
- Barbara Smith will be one of the hosts for our August First Friday and will find someone to help her.
- Working on entertainment for the POA Dinner on November 19<sup>th</sup>.

#### F. Rental – Sandy Yates

- Surveys have been sent to all owners who are renting their homes.
  - Have not heard back from owner of 1 Little Lane
- Surveys have been sent to all renters.
  - Of 9 properties, 4 have been completed and returned.

#### Unfinished Business

- A. Consideration and Action on Proposal to Renegotiate Maintenance Contract for 2019

- The Board had a Special Called Meeting on June 7<sup>th</sup> for the sole purpose of discussing the contract. (See Minutes from June 7, 2019). No vote was taken at this meeting.
  - Board decided that we would consider renegotiating the contract.
  - Would need an additional \$3,500 to cover the costs.
  - Decided that the \$3,500 would come out of Special Projects money that has not been spent.
  - Joe Merck – I move that we renegotiate the mowing contract, beginning this June and ending the end of December 2019, in the amount of \$3,500 due to increased duties discussed at the June 7<sup>th</sup> meeting. Additional funds will come from Special Projects. Anne Snider seconded the motion. Motion passed.
- B. Consideration and Action on Plan to Pay for Completion of Construction of Garden House
- The flyer is done unless there are changes.
  - Do we want to put it in the Communicator?
  - The plan is to send out the flyer with a request for donations to cover additional costs. When last year's board approved the construction of the Garden House, it was expected that donations would cover all costs; therefore, no funds were included in the 2019 budget presented and passed at the 2018 Annual Meeting.
  - Anne Snider – I move that we distribute the flyer in the Communicator with a request for donations to cover the overrun in building the Garden House. Sandy Yates seconded the motion. Motion passed.

#### New Business

- Approval of Adjusted Invoice for Construction of Steps and Railing of Garden House
  - Fritz Briggs presented an adjusted invoice to cover unanticipated costs for footings, steps and railing at the Garden House in the amount of \$350.78. This was due to the Garden House being constructed directly over telephone and TV lines causing adjustments to the original plan.
  - Linda Cocke made a motion that we pay the adjusted invoice in the amount of \$350.78. Karen McAlister seconded the motion. Motion passed.

Announcements – None

Motion was made to adjourn meeting at 4:14 p.m.

Respectfully submitted,  
Linda Cocke  
Secretary, BOD