

Sterling Pointe Phase 3 HOA

Board Meeting Agenda

Monday, March 24, 2025

5:30pm Virtual at Go-To- Meeting

- I. Meeting called to order
 - Called to order by Gena Bradley
- II. Establishment of Quorum (2)
 - Quorum met members present: Gena Bradley, James Bradley, Lisa Finch, Xavier Roscoe, Antwyne Tyson, and Amber Whittington
 - Excused absence: Verlie Rudolph (caring for terminally ill mother)
- III. Violation hearings
 - 1 Violation was sent a hearing letter that was still open and person did not show up to meeting. Gena Bradley will put a notice on the door.
- IV. Old business
 - a. Fence Replacement: Next building after NN
 - Next fence to be replaced is the PP building, then EE and HH
 - Members agreed
- V. New Business
 - a. Towing Contract
 - Russel properties does not have a towing contract.
 - To maintain appearance of property, HOA members agreed to:
 1. When Amber Whittington goes out for inspections, if she sees bad vehicles to tag it.
 2. Bad vehicles are those with a dead tag or trash vehicles.
 3. Amber will put a Notice on the car for owner to remove vehicle.
 4. If vehicle is not removed after 10 days, the vehicle will be towed at the owner's expense.
- VI. General Discussion
 - Pothole at the main entrance to Sterling Pointe. Amber has contacted the City of Greenville to repair.

VII. Adjournment

Next Meeting: June 23, 2025

Sterling Pointe Phase 3 HOA

Board Meeting Minutes

Monday, June 23, 2025

5:30pm Virtual at Go-To- Meeting

- I. Meeting called to order
 - Called to order by Gena Bradley
- II. Establishment of Quorum (2)
 - Quorum met members present: Gena Bradley, James Bradley, Lisa Finch, Xavier Roscoe, Antwyne Tyson, and Amber Whittington
- III. New Business
 - A. Termite treatment
 - Board reviewed cost for treatment process to individual units in Phase 3. Discussed options.
 - Motion made from Gena Bradley. 2nd motion from Xavier Roscoe. Board voted in agreement to the following:
 - Due to current available budget and expected expenses, HOA Phase 3 will not be responsible for payment of termite treatments per unit. Responsibility for termite treatment payment would be to the owner of the unit.
 - HOA will continue termite inspection.
 - A notification will be sent out to units and owners.
- IV. General Discussion
 - None at this time.
- V. Adjournment
 - Motion from Gena Bradley to adjourn meeting

Next Meeting: October 20, 2025 (budget)

Sterling Pointe Phase 3 HOA

Board Meeting Minutes

Monday, October 20, 2025

5:30pm Virtual at Go-To- Meeting

- I. Meeting called to order
 - Called to order by Gena Bradley. 2nd by Xavier Roscoe
- II. Establishment of Quorum (2)
 - Quorum met members present: Gena Bradley, James Bradley, Lisa Finch, Xavier Roscoe, Verlie Rudolph, and Amber Whittington
- III. City sponsored events in Sterling Pointe with councilwoman Portia Willis
 - Guests: Portia Willis, Councilwoman and Don Octigan, Director of Recreation and Parks
 - Ms. Willis and Mr. Octigan discussed with HOA Board members to bring the Rec and Roll trailer that the city brings out to communities that lack activities and playground areas for the children. Note: Ms. Willis and Mr. Octigan had previously met and discussed this opportunity with Mr. Rocky Russell and Ms. Gena Bradley.
 - Ms. Willis expressed that the goal is to bring the experience to Sterling Pointe. In the past, it has been a huge success, low risk, and safe. The activities usually last 2-3 hours.
 - The Rec and Roll trailer consist of :
 - Basketball
 - Corn hole
 - Tic tac toe
 - Board games
 - Books and other educational items
 - Hula hoops
 - Insurance: Mr. Octigan confirmed the following
 - The city will be able to provide Russell Property Management and the HOA a certificate of insurance for the day of the event. A city waiver will not be necessary. As part of the Rec-N-Roll Mobile Recreation unit, “*use at your own risk*” signs (similar to playground equipment) will be posted. This covers the liability of the city.
 - City staff will be present to supervise the Rec-N-Roll activities and ensure proper use of all equipment. Staff are also CPR and First Aid trained.
 - Ms. Finch asked about having Food trucks during the day of the event and how will everyone be notified of the event. Ms. Willis

responded that she would contact a few food truck owners to be there. Mr. Octigan responded that they have Real Estate signs that can be posted and flyers to put out by the Sterling pointe Mailboxes.

- After further discussion,
 - Motion made to approve the city to bring the Rec N Roll unit to Sterling Point – Gena Bradley.
 - 2nd by Lisa Finch
 - Board unanimously approved.
- Ms. Portia Willis will email to Ms. Amber Whittington potential dates and times to schedule the event. Recommended from 10-2pm on a weekend.

IV. Review reports

- No updates

V. New Business

A. 2026 Budget and annual meeting

- Phase 3 Total Available Budget = \$40,860.00. Due to an increase from tenant paying bill.

B. Vinyl Fences

- Our goal is to have 2-3 fences completed per year. Ms. Gena announced that we are good for next year. There are 9 fences left to do in Phase 3. All are 10-unit buildings.
- Motion to start working on unit PP or EE whichever is worse will get done. Ms. Wittington will inspect the units tomorrow to determine which requires immediate work.
- Note: Email received 10/21 that the Unit PP fence was worse, with recommendation to work on Phase 4 first.

C. Dues Increase

- The Board decided to increase HOA dues to \$62.89 to help with the budget expenses. Increase to start in January 2026. Motion to approve – Gena Bradley. 2nd – James Bradley.

D. New Pest Control Service

- Ms. Verlie asked about Pest Control rate, if will stay the same. Several board members mentioned that we were not pleased with the customer service of the current vendor-Eastline. Ms. Wittington will look into getting a quote from another vendor.

VI. General Discussion

A. Window broken in Phase 1, Unit L8

- Ms. Verlie Rudolph informed members that there is a window out in Phase 1, Unit L8. It looks very bad and could cause water damage to other units if not repaired.

- Ms. Wittington confirmed that no one is living in the unit. She is aware and have been trying to contact the owners.
- It was recommended that even though it will look bad, to board up the window to prevent water damage to the home and adjacent units. Motion to approve – Gena Bradley. 2nd – Lisa Finch. Board approved.

B. Parking Lot Holes

- Mr. Roscoe informed members of potholes in EE unit area. Ms. Whittington will get a quote to repair damage.

VII. Adjournment

- Motion from Gena Bradley to adjourn meeting
- 2nd- James Bradley

Next Meeting: TBD Annual meeting