

Sterling Pointe Phase 3
Board Meeting
Tuesday July 7, 2015

Meeting was called to order by Board president, Ryan Champion.
Quorum was established with 4 out of 5 Board member present.

Violation hearings were held for the below listed addresses. Board voted to impose a monthly fine of \$100 for all violations that remain open.

- [redacted] : missing window screen
- [redacted] : satellite dish on roof
- [redacted] : 3 missing window screens
- [redacted] : overgrown vegetation within patio; vine growing on wall
- [redacted] 7: vine growing on wall
- [redacted] : missing window screen
- [redacted] : overgrowing vegetation within patio; several trees; vine growing on wall
- [redacted] 19: vine growing on wall

Minutes were reviewed and approved from April 23, 2015 meeting.

Delinquent accounts were reviewed.

- [redacted] : BOD requested RPM to find out from attorney how much was owed on mortgage before deciding further action.
- [redacted] 7: BOD decided to have RPM continue to monitor payments – will be reviewed at next meeting.
- [redacted] : BOD decided to have RPM continue to monitor payments – will be reviewed at next meeting.
- [redacted] : BOD requested RPM to find out from attorney how much was owed on mortgage before deciding further action.
- [redacted] : BOD requested RPM to find out from attorney how much was owed on mortgage before deciding further action.

Board reviewed submitted bids.

Roof replacement: Hold until MG Construction and Roofing submits bid.

BOD approved MG Construction Roofing bid via email on July 30, 2015.

BOD approved to have Jeff Hinson Painting Company paint front doors throughout Association – to be completed Fall 2015. Requested bid for rear doors from same company for 2016 budget.

BOD decided to hold on mulching quotes until fall meeting.

BOD approved Creech Landscaping to grade ditch, install erosion mat, and install 5 loads of top soil behind 3906 Z building to aid with erosion. Further beautification will be reviewed after part 1 completion.

Next meeting scheduled for Tuesday, October 13, 6:00pm at RPM.

Sterling Pointe Phase 3 Homeowners' Association
Board Meeting Minutes
Wednesday, March 2, 2016 6:00 pm

In attendance: Gena Braley, W. G. Pollard, Chelsey Bennett, Terri Reynolds

CALL TO ORDER/QUORUM

Meeting called to order at 6:05 by Ms. Braley in President's absence. Quorum established.

ELECTION

Officers were installed as follows:

- Ryan Champion to continue as President
- Gena Braley as Vice-president
- W. G. Pollard as Treasurer
- Terri Reynolds as Secretary

REPORTS

The group reviewed the financial reports. Nothing extraordinary was noted.

The Delinquents and Prepays Report was reviewed. Those members who are landlords made note of any violations in their own properties. Ms. Bennett had selected the 10 most significant collections cases for specific review. Decisions to take action were as follows:

- Continue on hold
- Continue on hold
- Continue on hold
- Pursue money judgment
- Continue on hold
- Write off
- Send certified letter to out-of-town owner
- Send certified letter with 30-day response window; revisit at next meeting
- Pursue money judgment
- Pursue money judgment

HOA RULES

The updated Rules and Regulations were reviewed. Ms. Reynolds objected to wording that made parking across lines in one's own spaces a violation. The wording will be removed. There were no further comments, and the amended rules were approved.

MAINTENANCE

Maintenance items discussed were as follows:

- The next buildings to be roofed are 3907 GG; 3909 HH; 3911OO
- Pressure washing will be scheduled shortly
- Urgent repairs will be made to the ditch behind 3906 as soon as they can be scheduled
- The mailbox door for I16 is missing; Ms. Bennett will look into replacing it with one from an unused box.

LANDSCAPING

Ms. Bennett mentioned the scheduling of mulching for the landscape elements (cost \$6,750). At this time, a discussion about feral cats ensued. The damage to landscaping and the potential danger to children of so many unvaccinated animals can no longer be tolerated. The decision was made to request that Animal Control trap and remove the large population of feral cats. Residents will be notified and given warning to keep pet cats indoors.

NEW BUSINESS

Ms. Braley proposed that LED lights be installed for increased security. Ms. Bennett will investigate the pricing of such a change and e-mail the information to the board.

2016 MEETING SCHEDULE

No objections were expressed to the proposed schedule:

Wednesday, June 29 6:00pm

Wednesday, October 19 6:00pm (budget)

Saturday, November 12 2:00pm Christ's Church (annual meeting)

MOTION TO ADJOURN

With Ms. Braley's motion and Mr. Pollard's second, the meeting was adjourned at 7:05pm.

Sterling Pointe Phase 3 Homeowners' Association
Board Meeting Minutes
Wednesday, June 29, 2016 6:15 pm

In attendance: Ryan Champion, Rocky Russel, Gena Braley, W. G. Pollard, Chelsey Bennett, Terri Reynolds

CALL TO ORDER/QUORUM

Meeting called to order at 6:15 by Mr. Champion. Quorum established. Minutes of previous meeting were approved.

VIOLATION HEARINGS

Owners of came to present pictures showing replacement of blinds. Fine will be waived.

\$100 monthly fines be assessed on the following properties until violations (mostly blinds/screens, one window unit A/C) have been corrected:

REVIEW AND APPROVE MINUTES FROM MARCH MEETING

Minutes were approved.

REPORTS

The group reviewed the financial reports. Nothing extraordinary was noted.

The Delinquents and Prepays Report was reviewed. The following serious delinquencies were considered:

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-
-
-

Mr. Pollard moved to pursue money judgments against the owners. Mr. Champion seconded. Ms. Braley and Ms. Reynolds entered "aye" votes. The motion carried, and the matter will be turned over to Attorney Price.

FIRE AT

Mr. Russell presented the attorney's finding that the owners can only be required to remove the debris and take the house down to the slab. After some initial debate, the owners and the attorney of one of them were invited in for discussion. The owners agreed in principle to take the property down to the slab and possible even to remove the slab, then deed the property to the HOA. After their departure, the board discussed a variety of options. Ms. Braley vigorously objected to a plan that did not involve restoring the structures, while acknowledging that the board has no way to force such an outcome. A plan was created to be run past the attorney: Ask the owners to demolish the debris and the slabs, put plywood and matching siding on the end wall, and deed the property to the HOA. Mr. Pollard moved to adopt the plan and present it to Attorney Carr; Mr. Champion seconded. The motion carried with Ms. Braley abstaining.

MASTER INSURANCE PREMIUM

The fire has made the Board aware of the risk inherent in having each unit insured/underinsured/uninsured individually. Mr. Russell has been in touch with Stephen West at Nationwide, who says that a Master Insurance Premium situation is possible under our bylaws. Only 1 other townhouse community in Greenville has such an arrangement, and they found it to be cost-effective. Owners would still need to carry an HO6 policy for individual contents and liability. The increase in dues would require a general vote with 2/3 approval.

Mr. Russell will obtain further information, especially as it relates to the deductible, and report back.

MAINTENANCE

Maintenance items discussed were as follows:

- Dumpsters: Anything that can be repaired for less than \$200 to be repaired. Others to be replaced with side-door models.
- Signs: For sale/rent signs are still not to be placed on Sterling Pointe Dr.

TRAFFIC CALMING PETITION

400 signature of owners/residents would be needed for a petition to be considered.

2016 MEETING SCHEDULE

Wednesday, October 19 6:00pm (budget)

Saturday, November 12 2:00pm Christ's Church (annual meeting)

MOTION TO ADJOURN

With Ms. Braley's motion and Mr. Pollard's second, the meeting was adjourned at 7:22.

Sterling Pointe Phase 3 Homeowners' Association
Board Meeting Minutes
Tuesday, January 31, 2017 6:00 pm

In attendance: Ryan Champion, Gena Braley, W. G. Pollard, Chelsey Bennett, Rocky Russell, Terri Reynolds

CALL TO ORDER/QUORUM

Meeting called to order at 6:00 PM. Quorum established.

ELECTION

Officers were installed as follows:

- Ryan Champion to continue as President
- Gena Braley as Vice-president
- W. G. Pollard as Treasurer
- Terri Reynolds as Secretary

VIOLATIONS –NOTICE OF HEARING

Each of the following units will be charged a \$100 initial fine and \$100 per month until the violations are corrected:



)requested to be heard regarding fines related to his tenants' operation of a store in the unit. He presented a history of corrective action. The board agreed to waive fines, and Mr. Cooper will pay the \$85 attorney's fee.

REPORTS/COLLECTIONS

Board agreed to make necessary repairs to roof on 3908 DD9 (estimate from JHI is for \$875).

Hold collection activity on [REDACTED]

MAINTENANCE

Roof repairs will begin with 3913 II and 3915JJ.

NEW BUSINESS

Greenville Utilities is tearing up driveway areas without repairing them. Mr. Russell will call to determine when repairs will be made.

ADJOURNMENT

Meeting adjourned at 6:48PM.

Sterling Pointe Phase 3
Board Meeting Minutes
May 23, 2017

Meeting called to order with quorum established (3 of 5 Board members in attendance). Those in attendance include: Gena Braley, Terri Reynolds, Willie Pollard, and Chelsey Bennett (RPM).

Violation hearings were held for the following units:

- re: damaged window screen; Board voted to assess an initial \$100 fine as well as a monthly \$100 until the violation is corrected
- re: damaged window screen; Board voted to assess an initial \$100 fine as well as a monthly \$100 until the violation is corrected

Minutes from January 31, 2017 were reviewed and approved as submitted.

Board decided to hold on further roof replacements until 2018 – four buildings remain, plan is to have 2 replaced in 2018 and 2 in 2019.

Board approved 1 additional mailbox station to be replaced.

Blue Ridge Pressure Washing was the approved vendor for pressure washing as needed. Property inspector will create a list of as needed locations.

GUC will install new street lights to brighten up the common area behind buildings 3903 PP and 3911 OO buildings to aid with crime reduction in this area. Board approved to additional charge for LED lights.

After discussion, the Board determined to hold on mulch replacement until further review in spring 2018.

Board discussed possibility of obtaining a Master Insurance Policy for all the buildings. No decision was made at this time. Further discussion and research will take place.

Sterling Pointe – Phase 3
Board Meeting Minutes

April 24, 2018

Meeting called to order. Quorum was established with all 4 directors presented – Gena Braley, Lisa Finch, Terri Reynolds, and Willie Pollard. Also in attendance was Chelsey Bennett with RPM.

Officers were elected as follows:

President – Willie Pollard

Vice President – Gena Braley

Secretary/Treasurer – Stephanie Murdock

Minutes from September 26, 2017 Board meeting were reviewed and approved as submitted.

Financials reports as of 3.31.18 were reviewed.

Violation hearings were held for the following units.

- re: damaged window blinds. Board voted to assess an initial fine of \$100, followed by \$100 per month until the violation is corrected.

- re: missing storm door. Board voted to allow 30-day grace period as the violation was noted in progress. Monthly fine of \$100 to be assessed if not corrected.

- re: missing blinds. Board voted to not assess a fine as this account has been turned over to the attorney for collection and a money judgment is in process.

- re: tall weeds in patio. Board voted to assess an initial fine of \$100, followed by \$100 per month until the violation is corrected.

- re: tall weeds in patio. Board voted to not assess a fine at this time as the unit is in foreclosure and will be sold to new owners soon.

- re: dead vines on building. Board voted to assess an initial fine of \$100, followed by \$100 per month until the violation is corrected.

E&J Framing was approved to proceed with roof replacement at 3917 KK. Board had approved via email previously for buildings 3919 NN and 3923 MM to have their roofs replaced as well. Final building (3921 LL) will be completed in 2019.

Mulch installation was previously approved to be completed by Enhancement Solutions. Start date is pending.

Winterville Post Office proposal to purchase new mailbox stations was reviewed. All 4 phases would need to be in agreement as mailboxes would be re-located. HOAs would be responsible for purchase of concrete. No decision was made at this time. Board will continue to review.

Property wide gutter clean out and full pressure washing was approved to be completed by Blueridge Pressure Washing.

Painting of all front doors, shutters, and building/unit numbers was placed on hold. Board will review again at a later date to decide if this will be budgeted for in 2019 or not.

Dumpster clean out proposals were reviewed. Board voted to approve Llyod Nuinez cleaning out dumpster areas around the 1st and 15th of each month.

Discussion was held about hiring a security company to help address issues within the neighborhood. No decision was made at this time.

A concern about the parking area by 3907 G was discussed. No decision was made at this time.

Meeting was adjourned. Next Board meeting is scheduled for Tuesday, July 24, 6:00 pm at Russell Property Management.

Sterling Pointe – Phase 3
Board Meeting Minutes

July 24, 2018

Meeting called to order. Quorum was established with all 4 directors presented – Gena Braley, Lisa Finch, Terri Reynolds, and Willie Pollard. Also in attendance was Chelsey Bennett and Rocky Russell with RPM.

Vendor presentation from Stephen Janowski with Rivers & Associates regarding the ditch bank behind 3906 Z. Permit for repairs expires 3.22.22. Recommended a temporary fix of filling area with dirt and adding foot bridge (foot bridge should be at least 6 ft and no permit should be needed). R. Russell will acquire estimates for the Board to review.

Violation hearings were held for the following units:

re: discolored blinds (No fine assessed – confirm completion after meeting)

re: missing screens (No fine assessed – pursuing money judgement)

Minutes from April 24, 2018 Board meeting were reviewed and approved as submitted.

Financials reports as of 6.30.18 were reviewed.

E&J Framing was approved to proceed with roof replacement at 3917 KK. Board had approved via email previously for buildings 3919 NN and 3923 MM to have their roofs replaced as well. Final building (3921 LL) will be completed in 2019.

Mulch installation was previously approved to be completed by Enhancement Solutions. Start date was still pending. Board voted to have WB Denton install mulch at \$7,290 once pressure washing is completed.

Winterville Post Office proposal to purchase new mailbox stations was reviewed. All 4 phases would need to be in agreement as mailboxes would be re-located. HOAs would be responsible for purchase of concrete. Board agreed to proceed as needed.

Property wide gutter clean out and full pressure washing was approved to be completed by Blueridge Pressure Washing. If not on the property by August 6, the Board advised RPM to move onto the next vendor (2nd lowest cost).

Catch-basin repair was approved for area near 3921 LL. Work will be completed by Asphalt Solutions.

Meeting was adjourned.

Next Board meeting is scheduled for Tuesday, October 16, 6:00 pm at Russell Property Management.

Sterling Pointe Phase 3
Board Meeting Minutes

October 16, 2018

Location: Russell Property Management

Meeting called to order and quorum was established with four Directors present. Those present included Gena Braley, Lisa Finch, Willie Pollard, and Terri Reynolds, along with Chelsey Bennett (from RPM). Terri Reynolds submitted her resignation to be effective at the end of the meeting. Blake Harris was approved to fill the remainder of Terri Reynolds' term.

Violation hearing held for the following units where held:

- re: damaged window blinds. Owner attended. Board agreed to allow 30-day grace period to have violation corrected before assessing a fine of \$100.00 per month.
- re: damaged window blinds. Owner did not attend. Board agreed to allow 30-day grace period to have violation corrected before assessing a fine of \$100.00 per month.

Minutes from last Board meeting – July 24, 2018 – were reviewed and approved as submitted.

Financial reports as of September 30, 2018 were reviewed.

Collections actions were voted on as listed below:

- : hold at this time, to be reviewed at next Board meeting if balance continues to raise
- : Board voted to proceed with foreclosure

Mailbox replacements are underway with the installation of concrete pads. Winterville PO will install mailboxes once pads are cured, and will deliver keys to RPM for distribution.

Ditch/stream bank behind 3906 Z building is still an issue. Board reviewed estimate of over \$11,000.00 for footbridge install and requested additional estimates be collected.

Annual meeting preparations included the following:

- scheduled for Tuesday, December 4, 2018 5:45 at RPM's office
- 2019 budget review; dues increase to \$49 even effective January 1, 2019; Board voted to not include a special assessment vote
- member terms expiring for Gena Braley, Stephanie Foster, and Willie Pollard; Gena Braley and Willie Pollard are willing to be on the ballot for re-election, Stephanie Foster is undecided at this time.

Next Board meeting will be scheduled after the start of the new year and will be emailed to all Directors.

Meeting adjourned.

Sterling Pointe Phase 3 HOA

Board Meeting Minutes

March 26, 2019

Location: Russell Property Management

Meeting called to order by Vice-President, Gena Braley. Quorum was established with four of five Directors present (Gena Braley, Lisa Finch, Blake Harris, and Justin "Blake" Shearin). Willie Pollard submitted his resignation via email prior to the meeting. James Braley was appointed to fill the remainder of W. Pollard's term (expires December 2020).

Officers were elected as follows:

President – Gena Braley

Vice President –Blake Harris

Secretary & Treasurer – Lisa Finch

Violation hearings were held for the following unit owners. Board voted to assess a monthly fine of \$100.00 starting April 1, 2019, until the violation is corrected.

- regarding improperly stored hose
- regarding overgrown weeds in patio and damaged blinds
- regarding damaged window (extension granted until May 1)

Minutes from previous Board meeting (October 16, 2018) were reviewed and approved as submitted.

Financial reports as of 2.28.19 were reviewed.

Collections actions included:

- hold for review at next meeting
- write off final balance after lender foreclosure
- hold for review at next meeting
- write off remaining balance, stop money judgement

A total of \$3,494.23 was spent from this Phase towards the new mailbox locations and key distribution. Old mailboxes will be removed and may be sold for scrap metal. This phase had 3 newer model mailboxes previously installed, which will be sold to another Association.

Ditch/stream bank behind 3906 Z building continues to be an issue. Board requesting area to be temporarily filled with dirt and a sign installed stating "Danger: Erosion Zone DO NOT CROSS" so long as permitted. No foot bridge to be installed at this time – possible for 2020 budget.

Roof replacement for 3921 LL was approved.

A suggestion was reviewed regarding installing dog poop bags at new mailbox locations. Board reviewed estimate for stations and bags, and voted to not proceed at this time.

Updates for Rules and Regulations were reviewed. Board voted to keep current regulation outlawing window AC units. Regulations for visitor parking were amended to the following:

Visitor spaces are to be used on a first come, first serve basis. As visitor spaces are limited, residents are requested to not routinely park in visitor spaces. Reports of frequent visitor space usage can be sent to the Management Company for follow up – in order for action to be taken, resident MUST supply the make/model of the vehicle and license plate, as well as vehicle owner's unit/address (if known).

Pressure washing bids were reviewed. No vendor approved at this time. Board will review at a later date and may only proceed with spot cleaning as needed towards the end of the summer.

All dumpsters were approved to be painted, as well as 1 to be patched first.

RPM will contact Animal Control to see if they will conduct random inspections to catch dogs running without a leash.

Speed bumps/cushions may have been installed by the City in surrounding areas, but not Sterling Pointe Dr. RPM to follow up with City.

Meeting adjourned.

Next Board meeting is currently scheduled for Tuesday, July 23, 2019 at 5:30 pm.

Sterling Pointe Phase 3 Homeowners Association
Board Meeting Agenda
Tuesday, July 23, 2019
5:30 pm, RPM

- I. **Meeting called to order**
- Meeting called to order by President Gena Braley.
- II. **Establishment of Quorum**
- Quorum was established with five Directors present (James Braley, Gena Braley, Lisa Finch, Blake Harris, and Justin ‘Blake’ Shearin).
- III. **Violation Hearings pgs. 1-4**
- Violation hearings were held for the following unit owners. Board voted to assess a fine of \$100.00 monthly starting September 1st until the violation is corrected.
 - – Satellite Dish violation – Fine of \$100.00 per month
 - – Window Screens – request extension –
 - Hopes to have property on the market by August. He will sell it. Owner believes that someone is stealing the screens he replaces on the unit.
 - Board agreed that owner needs to fix the screens within 30 days. If not fixed he will be fined.
 - – Home damage (back door boarded up) – Fine of \$100.00 per month
 - Mailing address is the unit address. They have received a letter of notification and have not been fined.
 - Board agreed to fine tenant.
 - – Window Screens (holes in front window screens) – Fine of \$100.00 per month
 - - Window Screens (holes in screens) – Fine of \$100.00 per month
 - – (Construction of Storage unit without permission
 - Home owner, _____, appeared before the Board requesting his renter to keep the storage unit.
 - Homeowner said the renter had the shed for 3 ½ years. Mr. Forehand confirmed that it is not attached to the building or the fence. It is used for storage.

- Board informed home owner that his renter could keep storage unit, but the roof must be lowered to fence level, so that it matches the neighboring storage unit. Renter must add a white vinyl covering, not paint.
- Must be completed within 60 days from date of the letter. If completed before the date, _____ is asked to email Chelsey Bennett, Phase 3 Manager, to let us know when completed. Unit will be inspected to confirm compliance with Board decision.
- _____ provided his correct address to receive the letter stating Board decision regarding the issue.
 -

- _____ – Window Screens (missing screens) – Fine of \$100.00 per month
- _____ – Window Screens (missing screens) – Fine of \$100.00 per month
- _____ – Landscaping (vines on building within patio)
 - Vines have been removed. No fine issued

IV. Review and Approve Prior Meetings Minutes – March 26, 2019 pgs. 5-6

- Minutes reviewed. Blake Harris motioned to approve minutes. Blake Shearin second the motion. Board agreed and approved minutes.

Inserted Question:

- **Speed Bumps in Sterling Pointe– update**
Have not received response from Captain Williams, Greenville Police Force regarding speed bumps. President Gena Braley will contact him by email.

V. Review Reports pgs. 7-16

A. Collections actions pg. 17

- A letter from Sterling Pointe lawyers will be mailed to the properties in delinquent of HOA fees to inform them that if not by September 1st, we will consider pursuit of legal action, adjustment, or foreclosure.
 - Units in question:
 - _____ – Move ahead with foreclosure
 - _____ – Paying, but not consistent. Legal fees are included. Will request lawyer to send another letter stating that they have not honored the Payment Plan Agreement. If not corrected starting September 1st then we will proceed with future legal action of a money judgement or foreclosure.

- – Move ahead with foreclosure
 - – Letter will be mailed
- – will not receive letter. Owner is making payments; however, payments are coming in every other month. Agreement is on a monthly basis. A letter reaffirming the payment agreement will be mailed. We have not received payment for the month of July.
- **Note:** Difference between a Foreclosure and a Money Judgement. Attorney normally recommends foreclosure. Foreclosure attaches only to the property. You would go through the process of selling and the HOA could end up owning the property, if no other bidders. Money Judgement you would have to be physically served. It is best to have it in Pitt County or at least North Carolina. It is valid for 10 years and attaches to the owner and not the property. Jordan Price Law Firm usually see about 60-70% success on foreclosures and about 50/50% on money judgements. There is a cap on spending for foreclosures, but not a cap on money judgements. They usually take longer and spend a lot more money. The cost on a foreclosure, roughly comes to about \$2500.00.
 - In Foreclosure, the Attorneys usually have other methods of locating the owner or renters, which is why they usually recommend this method.
 - Most of the time the HOA, whether in foreclosure or money judgement does not receive the delinquent fees and has to end/close with writing it off. The benefit is that we would get a new paying tenant. The legal fee does attach to the debt. If repaid, HOA would receive the cost returned.

VI. Old Business

A. Pressure Washing **pg. 17**

- We received bids for pressure washing. It is easier to get one vendor to service all the units, to avoid confusion of where one unit start and the other unit end. The Board agreed to use Coastal Docs. They appeared to be the most economical. Pressure Washing the units has been put on a schedule for March of 2020.
 - \$175.00 per building for pressure washing (\$3,150.00)
 - \$100.00 per building for gutter cleaning (\$1,800.00)
 - TOTAL: \$4,400.00
- If Coastal Docs is unable to meet the timeline. The next vendor quote from Clean Team will be pursued.
 - \$240.00 per building for pressure washing (\$4,320.00)
 - \$100.00 per building for gutter cleaning (\$1, 800.00)
 - TOTAL: \$5,440.00

B. Ditch behind 3906 Z building

- This is the worse of the 2 that requires immediate fixing. The other is behind 3917 KK. Water is coming off of the patio.
- The Board discussed different options to temporary fix the situation.
- The Board agreed to put a band aid over it. Fill in with dirt mixed with gravel and a netting. Will not add a bridge.
- Ms. Chelsey Bennett will contact W.B. Denton to obtain a quote (dirt, gravel, and netting) and will email to the Board members for approval. If approved, we will move forward with repair. Anticipate getting this completed in the next few months, before bad weather puts a hold on the repair.

VII. New Business

A. Landscaping contract updates pgs. 18-21

- The Board reviewed the new contract. Agreed to updates. We will need to take care of after we clean it out. Approved through email.

B. Storm doors

- Some of the units have solid glass doors, while some have ½ glass and screens on the lower half of the doors. The ½ glass is not legal, but have been grandfathered in. We are trying to get away from the ½ glass and screen doors. The older units had them. No tenting is allowed on the glasses.
- The standard is to have all units with full glass door. The doors will be replaced by the owner. The request will be sent to the HOA Unit Manager (Chelsey Bennett). This will be in a proxy note, a reminder of the covenant sent out on December 1st stating the standard appearance of the units, example: white blinds, no torn screens, and solid glass doors.
- Going forward, a proxy note will be sent every year to the owners, as a reminder.

VIII. Next Meeting, Tuesday, October 22, 2019 5:30 pm

IX. Meeting Adjourn

- Motion to adjourn by Blake Harris, seconded by Blake Shearin.

Sterling Pointe Phase 3 Homeowners Association
Board Meeting Agenda
Tuesday, October 22, 2019
6:15 pm, RPM

I. Meeting called to order/Establishment of Quorum

□ Meeting called to order by Blake Harris

II. Homeowner concern period

A. () re: property concerns

- voiced the following concerns to the Board
 - a. Neighboring residents using the common area behind this unit to play various sports, host large gatherings/parties, etc. Also expressed concern about playing in the street.
 - b. Personal property has been damaged.
 - c. People are having sex on the utility/cable boxes located directly in front of her patio gate at night.
 - d. Various items have been thrown over the fence into her patio.
 - e. The neighborhood kids play ding-dong-doorbell.
 - f. Regulations, such as storm door restrictions, are not being followed.
- The Board listened and discussed options that may prevent these issues. It is noted that when first moved in the area, there were not as many kids in the neighborhood.
 - a. The open grass area behind home is considered a Common Area. Ms. Chelsey Bennett reviewed what is defined as a Common Area according to the Sterling Pointe 3 legal documents. The regulations state that the area is there for the association to use and does not specifically define what it can and cannot be used for.
 - b. has also called the Greenville Police department; however, they cannot move forward with any enforcement unless they have the name of the child and where they live
 - c. Ms. Braley informed that the storm door issue has been addressed. Some of the units are being grandfathered in.
- Resolution
 - a. At the moment, if the kids are minors and are not doing anything illegal, there is nothing the Police department can do, unless you have a name and an address for the child.
 - b. The Board recommended a Police Officer to attend one of the HOA Meetings to discuss and/or provide suggestions.
 - c. It has been suggested by the Greenville Police to build a playground area and they indicate may be able pay for a fenced in Playground area and the building of it.
 - d. Sterling Pointe HOAs currently do not have the insurance for a playground area. If a child or someone would get hurt, it would fall on the landowner,

Sterling Pointe HOA. There is also the fear of gangs and drug dealers congregating in the area, which would hinder the main purpose of the playground structure. The Boards elected to not move forward with a Playground or Basketball structure.

- e. The Board will further discuss options to possibly resolve these issues.
- f. It was suggested of amended the policy. To change the HOA By-Laws we would need 75% of the vote from the owners.
- g. President Gena Braley stated that this Change is not the total fault of Rocky Russell Properties, but also the Greenville Police who does not totally enforce when misdemeanors occur in their promotions to be more sociable with the community.
- h. It will be difficult to stop this or monitor this issue.
- i. Regarding the Noise: There is a Noise Ordinance that prevents loud noise between 11:00 pm and 7:00 am according to the City of Greenville Noise Control Ordinance (Sec 12-5-1 through 12-5-14). Excessive noise complaints during this time can be reported to the Greenville Police Department at 252329-4817.
- j. President Gena Braley agreed to go with _____ to the Greenville Police Department to further express her concerns and determine if anything else can be done to prevent these issues.

III. Violation Hearings - NONE

IV. Review and Approve Prior Meetings Minutes – July 23, 2019

□ Minutes approved. Blake Harris motioned to approve. Second by Blake Shearin.

V. Review Reports

A. Dumpster near 3921 was damaged due to a car accident. The dumpster was pushed through the back of the wooden fence. The HOA is responsible for repairs because the Police Report states that the assailant was not caught.

VI. Old Business - update

- – Paid in full up to July. Will be receiving a new demand letter this month. Paid off last foreclosure.
- – Review tonight
- – When tenants moved out, an excessive amount of furniture and household items were left at the dumpster at the request of the new owner/tenant. Unable to fine. Sold unit and Paid up on outstanding fees. Unit was remolded from top to bottom.
- – Old lien expired. Sent a new demand letter. Jordan Price is moving forward with the agreement.
- All the Roofs are done.
- Ditch behind 3906 Z – Blake Shearin checked out the site today. Recommend someone to go and reback fill the bank/ditch/spots. We have done all we can do, due to budget stipulations. We may be able to move forward with a different plan once the account is built up. W. B. Denton did the work.

- Blake Shearin reported that the patios look good, no one should fall or trip ().
- VA Collection actions ○ - - Partial payments are received. At the amount and rate of payments, BOD determined that it would take some time for the debt to be paid in full. **BOD voted** to continue to hold, see how they are progressing and review it further at the next Board Meeting.

VII. New Business

A. Annual Meeting Preparations

1. Date/location: tentatively scheduled for Tues. Dec. 3 at 7:00 @ RPM
2. 2020 Budget
 - a. Painting (front doors, shutters, numbers)
 - Cost for painting is included in next year's budget (2020), confirmed by Chelsey Bennett.
 - b. Sidewalk repairs
 1. **Most severe** – 4 locations \$554
 2. **Severe** – 43 locations \$4, 811
 - **Board decided** to repair the most severe and severe locations. Leaving the curbing repair for next year's budget.
 3. Curbing – 324 linear ft \$8,100
 - Motion to review for next meeting. Motion by Lisa Finch, second by Blake Harris
 4. To repair all \$13,222
3. Member terms expiring/nominations
 - a. Terms expiring 12.31.19 – Lisa Finch and Blake Harris
 - The Board will address expiring terms at the next meeting.

VIII. Adjourn

- Motion to adjourn by Blake Harris

Sterling Pointe Townhomes, Section Three, Homeowners Association, Inc.
Board Meeting Agenda
Tuesday, March 24, 2020
6:00 pm, On-line

- I. Meeting called to order/Establishment of quorum
 - Meeting called to order by Chelsey Bennett

- II. Election of Officers
 - Motion to keep offices as the same.
 - James Braley, President
 - Gena Braley, Vice President
 - Lisa Finch, Secretary
 - Blake Harris, Treasurer

- III. Violation Hearings (6:00 – not in person)
 - Due to the current threat of the COVID-19 (Corona virus) the Board has voted to move the decisions to our next meeting in June.
 - Motion by James Braley. 2nd by Lisa Finch

- IV. Review and Approve Prior Meeting Minutes – October 22, 2019
 - Minutes approved with amendment.
 - Motion by James Braley. 2nd by Gena Braley

- V. Review Reports

- VI. Old Business
 - A. Email votes for foreclosure
 - 1. ; ;
 - The Board voted by email to approve foreclosure on the properties listed above.

- VII. New Business
 - A. Maintenance
 - 1. Already approved/spent
 - No change
 - 2. Motion Sensor Lights
 - Board approved to move forward
 - Motion by Lisa Finch. 2nd by James Braley
 - 3. Parking Lot
 - Board approved to move forward to paint lines
 - Motion by Gena Braley. 2nd by James Braley

4. Additional sidewalk repairs (demo and rebuild)
 - Board approved to move forward to fix
 - Motion by Lisa Finch. 2nd by Gena Braley
5. Retention area clean-up
 - Board approved to repair the Retention pond and hold off on ditches
 - Motion by Gena Braley. 2nd by Blake Harris

VIII. Adjournment

Next meeting – June 30, 2020

**Sterling Pointe Phase 3 Homeowners Association
Board Meeting Agenda
Tuesday, June 30, 2020
5:15 pm, RPM**

- I. Meeting called to order

- II. Establishment of quorum

- III. All 4 phases
 - a. Individual entry lights/motion sensor lights
 - We are having an issue getting a total number. The vendor said that they are no longer making the brand we chose which could cause an issue, when the lights need repair.
 - James Bradley will check to see if we can get from another vendor.

 - b. Parking lot repairs – potholes ASAP, full property wide TBS in fall
 - Vendor repaired on Friday. All should be completed.

 - c. Rules & Regulations reviewed by attorney
 - No attorney review at this time for authority to create and assess fines; however will know internally based on reviews from other HOAs.

- IV. This Phase only
 - Motion to approve by James Bradley. Unanimous agree.

 - A. Review reports
 - 1. Collections actions
 - a. – motion to foreclosure by Gena. Second by James Bradley. Unanimous approved.
 - b. – motion to foreclosure by Gena. Second by James Bradley. Unanimous approved.

 - B. Already approved/spent
For review/approval
Approved to have two signs installed on each side of ditch behind 3906 for 370.00 by Signsmoth motion by Gena second by Blake

- V. Adjournment

- VI. Next Meeting – Tuesday, September 29, 2020

Sterling Pointe Townhomes, Section Three, Homeowners Association, Inc.
Board Meeting Minutes
Tuesday, September 29, 2020
6:00 pm, virtually via GoToMeeting

- I. Meeting called to order
 - o Meeting called to order by Gena Braley

- II. Establishment of quorum
 - o Quorum confirmed by Gena Braley. Those present included Gena Braley, James Braley, Blake Harris, and Lisa Finch, as well as Chelsey Bennett (Community Association Manager). Blake Shearin was absent.

- III. Review/approved prior meeting minutes – June 30, 2020
 - o Motion to approve by James Braley. Second by Blake Shearin.
 - o Unanimous approved.

- IV. Review reports

- V. Old Business
 - A. Previously approved/reviewed
 - 1. Parking lot striping only – property wide to begin Oct. 15
 - 2. Door and shutter painting – estimate to begin Oct.
 - 3. Individual entry lights/motion sensor lights (PENDING)
 - o Gena Braley agreed to continue researching companies that would provide the motion sensor lights at an economical price.
 - B. Rules & Regulations authority for fines
 - i. Due to the Covid19 Pandemic we are unable to hold face-to-face hearings. Violation letters will be sent out with no fines attached until March 2021. Board will review at this time.
 - ii. Unanimous approved.

- VI. New Business
 - A. Annual meeting
 - 1. Tentatively scheduled for Wed. Dec. 2
 - 2. Virtually or in-person
 - o Due to Covid pandemic, the meeting will most likely be virtual with a few in person. Email confirmation will be sent out.
 - 3. Ballot representation – 3 positions
 - a. Gena Braley, James Braley, and Blake Shearin at end of terms
 - 4. 2021 Budget
 - o HOA Board voted to keep HOA dues at \$49 and not increase. Unanimous approved.
 - B. Painting dumpsters
 - 1. Gena's guy - \$35 per plus cost of paint

2. J&M Welding - \$95 each (paint included)

- Motion to paint dumpsters using Gena's guy by Lisa Finch. Second by Blake Shearin. Unanimous approved.
- Gena Braley will contact her vendor to start the process

VII. Adjournment

VIII. Next Meeting – (Annual) Tuesday, December 2, 2020