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# Cypress Landing Master Homeowners Association



## **B&G Minutes Wednesday February 10, 2010**

Chair John Reiner called the meeting to order at 3:00 PM.

Members Present: Rolf Andersen, Barry Barwatt, Keith Bassett, Chuck Bracken, Lyle Carlson, Greg Cole, Jerry Collins, Bill Gilfillan, Tom Graham, Mara Graves, Ed Jarrett, Don Johnson, Bill Kimball, Steve Neckyfarow, MJ Peters, Tom Quarnstrom, Bill Ramsden, John Reiner, Joe Rella, Rich Richman, Jim Rudbeck, Jeff Sutton, and Bill Walker.

Members Absent: Dave DeMartini, John Kovaly, Bill Peters and Dave Wheelock

Also in attendance: Tomi Moody, CAM; Scott Moody, Maintenance; Kay Graham, HOA Board liaison; Jim Knott, resident.

The minutes of the January 13, 2010 meeting were corrected to read Keith Bassett instead of Keith Bracken under 2010 Projects Semi-annual Inspection and to add Rich Richman to Building Inspections/Maintenance Projects. The minutes were approved with the corrections. The corrected minutes will be forwarded to the HOA office.

**Expenses:** Tom Graham, Treasurer, reported that committee expenses for January were on target except for electricity, which ran higher due to colder weather. The fitness pool electricity continues to run high. Scott indicated that he has not turned off the pumps because of the cold weather. Tom Graham will update the committee on kilowatt usage for all pumps for 2009 at the next meeting.

### **2010 Projects Monthly Updates**

- 1. ACC/B&G Inspections:** Rich Richman has not been contacted by the ACC so no report was given.
- 2. Tree Removal:** MJ Peters has two trees on her list. Members were reminded to contact her for potential trees to be removed.
- 3. Pruning:** Mara Graves reported that 8 members helped with the pruning of the crepe myrtles at the Phase 2 park after a pruning demonstration. The pruning of the Bay Club hillside was cancelled because of inclement weather.
- 4. Re-greening Plans:** Mara Graves reported that a brief meeting was held on Tuesday, February 1. A scheduled "walk-around" could not be done because of rain. The members of this group have received copies of previous re-greening plans/proposals. Mara suggested that the group devise a "long-range" plan so that projects that are not completed in 2010 for whatever reason will be extended into 2011. John Reiner has a request from the HOA Board that sites for benches be identified. The two benches already built will serve as prototypes but Building and Grounds will not necessarily build the additional benches. The identified sites will be given to the Long Range Planning Committee, which will include them in its document.
- 5. Bay Club Gutters and Leaders:** Tomi Moody reported that Artie Rawls of WIMCO referred her to Barry of Service Roofing Company. She left a message for him to call her.
- 6. Pond Maintenance:** Jerry Collins stated that Phase 2 ponds have been examined. Jeff Sutton has a "rough" sketch of the intake/outfall pipes. They will work together to make a better map and then survey the remainder of the ponds. Jerry indicated that some of these pipes are located under water.

7. **Culverts:** Ed Jarrett reported no major problems at this time despite the great amount of rain.
8. **Building Inspections/Maintenance Projects:** Bill Ramsden gave March 18<sup>th</sup> as the date for the annual inspection. The dance floor still has not been repaired because Chubby was a no-show on January 26. Catherine is working on rescheduling around events at the Bay Club. Bill brought a wood post sample of a possible solution to the repair of sidewalk lights. Discussion followed as to whether to attach the stakes to the post or to drill into the post and rewire. The committee liked the design of the sample post. Bill and Scott Moody will continue working on the design and repair.
9. **Semi-Annual Inspection:** Keith Bassett said this would take place in April.
10. **Landscape Issue:** The landscaping contract has been given to Landscaping Unlimited for finalization.

## Old Business

1. **CAM Report**
  - a. Tomi reported that work on the detention pond hopefully will start next week, possibly on Wednesday.
  - b. The Pool Committee will take on the repair of the Bay Club pool pergola.
2. **Driveway Project:** John Reiner reported that the Ad Hoc Driveway Committee has essentially been disbanded and the B&G will assume responsibility for the driveway. Marie Peeden, engineer, has issued advertisements to 8 contractors and 2 have already responded (Sawyer and Singleton). Bids are to be received by February 15<sup>th</sup>. Brad Smith, an engineer and member of the Ad Hoc Driveway Committee, will stay with the project. John asked for volunteers from B&G to assist in this project. Lyle Carlson and Bill Kimball volunteered.
3. **Ceiling Tiles:** Lyle Carlson reported that five members of the B&G helped Scott with replacement of the ceiling tiles in the lounge.

## New Business

1. **Chocowinity Room Renovation:** John Reiner reported that, in discussion with Ron Buzzeo, HOA Board Chair, B&G would redesign the plans and renovate the room on the condition that a grill pad can be built outside the screened porch. Ron Buzzeo agreed. Lyle Carlson will head the Chocowinity Room Renovation Project with assistance from Bill Walker, Scott Moody, Tomi Moody, Chuck Bracken, Bill Ramsden, and Barry Barwatt.
2. **Grill Pad Construction:** Barry Barwatt presented an initial sketch of the proposed grill pad. Bill Ramsden and Barry will work on finalization of the plan.
3. **B&G Inventory of Major Asset Listing:** John Reiner reported that the review of major asset list as it pertains to B&G is to be completed and given to the Finance Committee by March 30<sup>th</sup>. We are to confirm that we have the listed items and assess their life expectancy. Don Johnson, Rolf Andersen and Steve Neckyfarow to lead task volunteered. John requested that this task be completed by the March meeting.
4. **Volunteer Questionnaire:** The HOA Board is asking for an estimation of volunteer hours in anticipation of what expenses might be incurred in the future if volunteer hours begin to decrease. Jerry Collins has B&G figures up to 2008. Jeff Sutton, Ed Jarrett and Rich Richman will help Jerry in estimating hours for 2009.
5. **NCDOT Meeting:** Barry Barwatt, Tomi Moody and Keith Bassett met with the NCDOT and inspected five areas in Cypress Landing. Basically the NCDOT believes that Cypress Landing is in good shape. Chances are slim on getting any of our problems resolved because of budget constraints and greater needs in other areas. There is a possibility that Severn Court may be repaired. Discussion followed on reflectors lights placed in right-of-ways by residents. NCDOT said that they would remove them if we wish them to do so. Tomi will send out letters to the residents stating that the reflectors are in the state's right-of-way and need to be removed.
6. **HOA Ad Hoc Committee for "memorial" Review:** Kay Graham, B&G Liaison, will represent B&G on this committee.
7. **Phase 2 Park Driveway Entrance:** Chuck Bracken presented to the committee a preliminary plan to create a more esthetically pleasing entrance. He proposed replacing the white posts and chain with three wooden posts. The posts would be set back about 4-5 feet to allow pedestrian and bicycle entry into the area. The center post would be removable to allow for pond maintenance vehicles to enter the area. He also suggested that two winged walls be placed on either side of the driveway--estimated cost of \$250 for the brick pavers. Jerry Collins mentioned an open pipe that should have pavers around it. The driveway could be either covered with stone or crush and run. Jim Rudbeck, Greg Cole, Jerry Collins, Jeff Sutton, Bill Walker, Keith Bassett, Ed Jarrett, and Bill Kimball will assist Chuck in design and construction.

**Work Party Schedules**

- 1. Prune Bay Club Hillside: Monday, February 22 at 10 AM -weather permitting**
- 2. Annual Maintenance Inspection: March 18<sup>th</sup> --time TBA**

Kay Graham announced the availability of a Chinese Pistache tree and other trees from Worthington Farms at a very good price.

**Next Meeting: Wednesday, March 10, 2010 at 3:00 PM**

The meeting adjourned at 4:45 PM.

Respectfully submitted,

Mara Graves, Secretary