

September 2025 Cedar Pointe HOA Board of Directors Meeting

September 8, 2025

Directors Present: Cliff, Cindy, Phyllis, Bruce, Scott; Nick from Elite Management

Directors Absent: Rebecca

Quorum: Quorum of directors present

Meeting called to order at 7:01 p.m.

Finance and Insurance

- Operating account balance: \$21,033; Reserve account balance: \$250,096
- Working to maintain reserve levels to stay on target with planned reserve-funded projects from the civil engineer
- Arrears are being handled according to standard process; currently about \$7,000 in outstanding dues being collected
- Financials through August look good
- Cliff waiting for invoice from company that repaired walkway boards; company waiting for approval from HOA; Nick will request invoice be submitted

ARC and Violations

- **ARC:** New doors and windows approved for 722
- No action from FHC on open matter from building 600

Building Maintenance

- Common area decking repairs and stain touch-up completed for buildings 100, 300, and 600
- Issues with decking outside of 521/523 need to be addressed from painting and sanding work related to unit work
- **Chimney cap replacements and roofing repairs:** Originally scheduled for end of July; almost all chimney caps will be replaced as part of this project; projected cost of \$55,000 based on proposal from Roofwise; funded from reserves but cost was not within reserve study; waiting for sheet metal fabricator to finish making replacement parts; starting to have rust running down chimneys and some inside leaks, so work is needed
- **Garage project:** On hold; waiting to finalize quote for concrete slab to place vinyl shed for storage; exploring lockable cabinet option for clubhouse garage; Cliff to investigate

- Cary Fire Marshal recently conducted annual inspection; waiting on report; annual sprinkler head and riser inspections typically follow a few months later; exploring new companies for cheaper repairs and inspections; reserves available for any major repairs needed
- **Reserve projects planned for 2026:**
 - Siding paint and repair for buildings 500 and 700 (concerns about previous contractor and overspray; likely to use painting-only company this time)
 - Paint and repair trim on all six buildings and the garage

Grounds Maintenance

- Courtyards received needed attention and work has been completed; residents should notify Cliff of any outstanding issues
- Still planning to do parking lot striping and repaint numbers in the north half of the property
- Issue with accidental shrub removal behind building 700; sprayed weed overgrowth; Nick to follow up with Davis Landscaping to ensure weeds are removed
- **Drainage problem behind building 900:** Lots of flooding after recent heavy rains; Nick found company to submit proposal at decent price; Cliff to meet with company to discuss and review plan
- Davis sent landscaping contract renewal that is \$4,500 higher than previous year; Cliff exploring proposals from other landscaping companies; some add-ons to contract could potentially be removed to reduce cost increase

Communications and Security

- If you notice any lighting issues in the community, please report them to Cliff or Nick

Trash and Recycling

- Continuing to have issues with improper dumping in the dumpster enclosure and recycling garage

Utilities

- Water usage continues trending upward: three years ago annual water bill was under \$40,000; this year heading towards \$47,600 (roughly 20% increase over three years); cost increases are outpacing annual rate increases, indicating the community is using more water

Miscellaneous and Administration

- Several parking violations are being addressed

- **2026 Budget Review:** \$332 proposed annual assessment; covers projected operating costs and 8% reserve funding increase from reserve study
- Exploring chimney sweep options
- Board will likely need to meet again next month to confirm budget

Meeting adjourned at 8:22 p.m.

Reviewed Proposed Budget

Cedar Pointe Condominium Association Budget 2026					
Account	Description	2025	2026	Sep 8, 2025	
Operating Accounts					
Income Accounts					
Assessment Income		\$312	\$332	HOA monthly fee; 6.4 % increase	
40-4020-00	Regular Assessment	\$359,424.00	\$382,464.00		
40-4060-00	Reimb. Legal Fees	\$200.00	\$200.00		
40-4065-00	Violations (fines)	\$0.00	\$0.00		
40-4070-00	Collection Fees	\$200.00	\$200.00		
40-4110-00	Late Fees	\$200.00	\$200.00		
Other Income					
42-4225-00	Insurance Claims Income	\$0.00	\$0.00		
42-4235-00	Insurance Claim Deductible	\$0.00	\$0.00		
Interest Income					
45-4535-00	Interest Income	\$300.00	\$1,200.00		
Income Accounts Total		\$360,324.00	\$384,264.00		
Expense Accounts					
Building Maintenance				\$40,400.00	
51-5102-00	Building General Repairs (T&M)	\$12,000.00	\$14,000.00	Spent \$18,473 in 2024	
51-5103-00	Power Washing (buildings, sidewalks, curbs)	\$8,500.00	\$7,500.00	Southern Outdoor Restoration 2024-2025	
51-5104-00	Plumbing repairs	\$1,500.00	\$1,500.00		
51-5106-00	Electrical (incl. common lighting)	\$2,000.00	\$2,500.00	Bradford Elec	
51-5111-00	Exterior Walkway/Staircase Maint	\$2,000.00	\$2,000.00	Blue Ladder or CTI	
51-5118-00	Gutter Cleaning	\$6,000.00	\$6,000.00	The Gutter Kings or CTI	
51-5121-00	Roof repairs	\$1,000.00	\$0.00	fall 2025 repairs by Roofwise paid from reserves	
51-5128-00	Miscellaneous	\$0.00	\$0.00		
51-5132-00	Light Fixture cleaning	\$1,400.00	\$1,400.00	Window Ninjas	
51-5136-00	Fire Control/Suppression Sys.	\$5,000.00	\$5,500.00	Summit; major repairs - reserves	
51-5154-00	Mailboxes & bulletin boards	\$0.00	\$0.00	reserves	
51-5180-00	Painting touchup	\$2,000.00	\$0.00	moved to general repairs	
51-5190	dryer vent inspection	\$0.00	\$0.00	homeowners must clean & repair vents & caps	
Grounds Maintenance				\$70,012.00	
52-5205-00	Grounds Maint. Contract	\$35,640.00	\$40,512.00	Davis 13.6% increase	
52-5210-00	Parking Surface Maintenance	\$1,500.00	\$2,000.00	striping refresh	
52-5215-00	Landscape Lighting Repairs	\$250.00	\$500.00		
52-5240-00	Tree Removal, Trimming, Replacement	\$7,500.00	\$7,500.00	Allen Tree Experts	
52-5268-00	Stormwater Drains Maint.	\$1,000.00	\$1,500.00	Sonset Services (3 service calls)	
52-5274-00	Misc Grounds Maint. (mulch, plants, misc)	\$13,350.00	\$15,000.00	Davis. Mulch, extras & plants	
52-5280-00	Sidewalk/Curbing Repairs	\$0.00	\$0.00	reserves	
52-5288-00	Snow Removal, pre-treat SFD	\$3,000.00	\$3,000.00	Davis	
Utilities				\$62,200.00	
54-5401-00	Electricity	\$6,000.00	\$6,000.00		
54-5405-00	Water & Sewer	\$41,000.00	\$48,000.00	spent \$43K in 2024, est \$47.6K in 2025	
54-5425-00	Waste Removal (2 dumpsters & 13 recycling)	\$7,200.00	\$8,200.00	also hauling junk	
Contract/ General Services				\$6,700.00	
55-5545-00	Termite Protection	\$2,200.00	\$2,200.00	** Kil-Mor Pest Control	
55-5550-00	Engineering Services	\$1,000.00	\$1,000.00	Giles Flythe Engineers	
55-5560-00	Pest Control (\$360 qtrly +)	\$2,430.00	\$2,500.00	Kil-Mor	
55-5570-00	Critter removal	\$1,000.00	\$1,000.00		
Administrative & Insurance				\$59,062.00	
58-5602-00	Accounting/Audit	\$1,000.00	\$2,000.00		
58-5604-00	Association Management	\$21,500.00	\$21,500.00	Elite	
58-5608-00	Legal-General	\$3,000.00	\$3,000.00	\$8000 in 2024	
58-5610-00	Legal-Collections	\$1,000.00	\$1,000.00		
58-5618-00	Property Insurance	\$25,450.00	\$26,562.00	July 1 renew, 4% increase - inflation	
58-5619-00	Crime Insurance	\$600.00	\$700.00	Feb 14 renew	
58-5620-00	D&O Insurance, \$1M	\$1,600.00	\$1,800.00	July 1 directors & officers liability ins.	
58-5621-00	Umbrella Insurance Policy	\$500.00	\$600.00	July 1 renew	
58-5628-00	Postage & Printing	\$1,000.00	\$1,000.00		
58-5648-00	Miscellaneous Expense (ind Social)	\$800.00	\$900.00		
Miscellaneous				\$150.00	
		\$0.00	\$0.00		
59-5800-00	Misc expenses (balance budget)	\$182.00	\$150.00		
Subtotal - Annual Expenses		\$221,202.00	\$238,524.00	7.8 % increase	
Reserve Fund					
80-8015-00	Reserve Contribution	\$139,122.00	\$150,252.00	***	
Total annual budget (TAB)		\$360,324.00	\$388,776.00		

Notes

* need projections through end of year

*** reserve study requires 8% annual increase

income - TAB **-\$4,512.00**