

**Meeting Notes**  
**Highland Creek Advisory Committee**  
**March 21, 2017**

Rob Valencia, Board President, called the meeting to order at 6:30 p.m.

In addition to Mr. Valencia, the following members of the Board of Directors were present:

Cathy Staskel, Vice President  
Charlie Lechner, Secretary  
Jim Aydelott, Treasurer  
Mark Scarrow

Board members Paolo Batoni, Chuck Ende, and Brian Souders were unable to attend.

Village Voting Members and Alternates in attendance are noted on the sign-in sheet.

Leah Singleton, HCCA Association Manager, also attended.

The notes of the January 17, 2017 Advisory Committee Meeting were approved as written.

**Guest Speakers**

**Concord Police**

Captain Barlow addressed the group and provided crime statistics for Cabarrus County for the last several months, none of which were severe incidents. He reported one incident of property damage, five suspicious person calls, nine suspicious vehicles and 72 traffic stops. Of the 72 traffic stops, Officer Barlowe reported that 20 drivers received citations. He also shared that there were no burglaries or vehicle break-ins reported over the last several months and no violent or property crimes. The officer shared that their goal right now is to be more visible in the community. He encouraged residents to keep their vehicles locked at all times when parked in the driveway and to remove any valuables or put them in the trunk.

Lastly, Officer Barlowe introduced Chuck Brock, Sr. Code Enforcement Officer for the City of Concord, to the group and let residents know they can report any violations of city code to Mr. Brock by calling 704-920-5156 or emailing him at [brockc@concordnc.gov](mailto:brockc@concordnc.gov).

### **Charlotte Mecklenburg Police**

Officer Jason Peetz, Community Coordinator for the University City Division, introduced himself to the Committee and provided crime statistics for the Mecklenburg County side of Highland Creek for the last year. He said there have been 28 vehicle break-ins and in most cases the vehicle was left unlocked; there were 21 counts of larceny (ex. stolen license plate, mail) 9 resident burglaries, and two auto thefts. He explained that criminals are less likely to come to a community if residents do not give them a reason to do so. Officer Peetz encouraged residents to use a home alarm system, keep garage doors closed at all times and vehicles locked when parked in the driveway. He insisted residents call 911 if they see any suspicious activity.

### **Security – Chris Martin**

Chris Martin, Security Committee Chairman, addressed the group and explained the role of the Highland Creek security company (Allied Universal) and the off duty police officers who work in the community. He reported that Allied Universal's primary role is to patrol the parks and other common areas in the community in an effort to protect the assets of the Association. Additionally, they regularly patrol throughout the community and maintain a visible presence in an effort to deter crime. Off duty police officers are hired by the Board each year and work approximately 1,400 hours per year to patrol the community and help maintain a safe neighborhood. The officers are dressed in police uniform and drive their patrol car while working in the community. Mr. Martin advised residents to call 911 if they notice any suspicious activity.

Rob Valencia, Board President, let the Committee know that due to the recent criminal activity at and/or near Christenbury Park, the Board of Directors is working to implement changes and make improvements to help better secure this common area. Some of these changes are already in place and some are in progress. The presence of off duty Charlotte Mecklenburg police officers and Highland Creek security has been increased at the park until further notice, additional lighting is being considered for the park, shrubs and trees will be pruned to enhance the visibility of the park from Christenbury Road, and the entrance gates are being closed and locked at sunset. Future plans for the basketball court at Christenbury Park are still under review. As for communication, per CMPD anything that involves police reports or incidents will be shared by CMPD via Next-Door. Mr. Valencia assured the group that the Board of Directors is taking these matters seriously and are focused on making the park a safer, more secure area.

### **Finance – Jim Aydelott**

Mr. Aydelott reviewed the February 28, 2017 financial report. He let the group know that the amount of past due accounts has been consistently declining, however, is slightly increased for the month of February. Mr. Aydelott reported that \$112,000 has been spent from reserves this year to renovate the pool bathrooms at Clarke Creek and

Christenbury pools, re-plaster Clarke Creek pool and replace the pool deck, add new play equipment at the parks and repair drainage issues in the common areas.

**Human Resources to HCCA employees - Cathy Staskel**

Ms. Staskel let the group know that Erin Flynn, Activities Coordinator, recently resigned and that she is currently searching for her replacement.

**Landscape – Charlie Lechner**

Mr. Lechner advised that tree plantings have been completed for the winter and that renovations continue to be made to village entrances as well as in the median along Highland Creek Parkway. Additionally, landscape improvements are being made to help improve the line of sight along the Parkway. Pineneedles are scheduled to be installed at the parks in early April to help spruce things up for spring.

**Covenants & Community Affairs– Mark Scarrow**

Mr. Scarrow let the group know that he recently took over as the Board Liaison for Covenants and was looking forward to working with the Committee. He also advised that AT&T is still working on installing their fiber in the community, however, their service is not working as of yet.

**Facilities/Special Projects - Rob Valencia**

Mr. Valencia reminded the group that new play equipment will be installed in the spring at Clarke Creek, Harburn Forest, McChesney, and Whistler’s Chase parks and encouraged residents to stop by and visit the parks soon.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,  
Leah Singleton  
For the Association

	<u>2/28/2015</u>	<u>2/29/2016</u>	<u>2/28/2017</u>	<u>YTD - 2017</u>
<b><u>DELINQUENCY REPORT</u></b>				
Over \$350.00	96	78	70	
Over \$1,000.00	18	12	16	
Lien / Lien w/ FC to follow in 30 / Lien Special	25	23	36	
Foreclosure / FC Special / Lender FC	8	5	3	
Payment Plans	0	0	0	
Legal Agreements	4	4	7	
After bankruptcy / pre bankruptcy	16	12	9	
HOA Owns	3	1	0	
<b>Total amount past due</b>	<b>\$196,481.57</b>	<b>\$144,275.59</b>	<b>\$140,584.57</b>	

**BANK STATEMENT**

Cash - Checking, Paragon Bank	224,598.04	339,640.06	293,297.10
Cash - HCCA On Site 5th Third Bk	10,765.66	12,177.70	13,610.28
Cash - Reserves, Paragon Bank	340,866.85	400,916.50	459,827.70
Total CD's	1,500,000.00	1,600,000.00	1,700,000.00
<b>Total Assets</b>	<b>\$2,076,230.55</b>	<b>\$2,352,734.26</b>	<b>\$2,466,735.08</b>

**GENERAL LEDGER PROFIT & LOSS STATEMENT**

Total Income	86,123	72,289	103,274	770,472
Provisions for Reserves	(233,333)	(33,334)	(33,334)	(66,667)
<b>Total Operations Income</b>	<b>(147,210)</b>	<b>\$38,955</b>	<b>\$69,940</b>	<b>\$703,805</b>
Total Operating Expense	195,286	198,246	245,074	408,703
Total Administrative Expense	37,159	31,753	30,943	64,944
<b>Total Expenses</b>	<b>232,445</b>	<b>\$229,999</b>	<b>\$276,017</b>	<b>473,647</b>
<b>Net Income / (Loss)</b>	<b>(379,656)</b>	<b>(191,044)</b>	<b>(206,077)</b>	<b>230,158</b>

**GENERAL LEDGER RESERVES STATEMENT**

Reserve Funding	234,244	34,499	34,443	68,363
Reserve Expenses	101,863	0	14,890	112,385
<b>Surplus (Deficit) Carried Forward</b>	<b>\$132,381</b>	<b>\$34,499</b>	<b>\$19,553</b>	<b>(\$44,022)</b>

**CD Information**

CD-8847732, 12 mo @ .50%, Mat 03/09/17, CDARS			100,000.00
CD-8942271, 12 mo @ .50%, Mat 04/06/17, CDARS			100,000.00
CD-9079968, 12 mo @ .50%, Mat 05/18/17, CDARS			100,000.00
CD-9123169, 12 mo @ .50%, Mat 06/01/17, CDARS			100,000.00
CD-9229862, 12 mo @ .50%, Mat 07/06/17, CDARS			100,000.00
CD-9361604, 12 mo @ .50%, Mat 08/17/17, CDARS			100,000.00
CD-9405075, 12 mo @ .50%, Mat 08/31/17, CDARS			100,000.00
CD-9513021, 12 mo @ .50%, Mat 10/05/17, CDARS			100,000.00
CD-9638835, 12 mo @ .50%, Mat 11/16/17, CDARS			100,000.00
CD-9743124, 12 mo @ .50%, Mat 12/21/17, CDARS			100,000.00
CD-9785927, 12 mo @ .50%, Mat 01/04/18, CDARS			100,000.00
CD-9914646, 12 mo @ .50%, Mat 02/15/18, CDARS			100,000.00
CD-9680173, 03 mo @ .25%, Mat 03/02/16, CDARS			100,000.00
CD-9700166, 03 mo @ .25%, Mat 03/09/16, CDARS			100,000.00
CD-9786044, 03 mo @ .25%, Mat 04/06/17, CDARS			100,000.00
CD-9892464, 03 mo @ .25%, Mat 05/11/17, CDARS			100,000.00
CD-9892472, 03 mo @ .25%, Mat 05/11/17, CDARS			100,000.00
<b>Total CD's</b>	<b>1,500,000.00</b>	<b>1,600,000.00</b>	<b>1,700,000.00</b>

**UPCOMING HIGHLAND CREEK EVENTS**

<b><u>ACTIVITIES/ SPORTS</u></b>	<b><u>UPCOMING EVENT</u></b>	<b><u>DATE</u></b>	<b><u>DETAILS/LOCATION</u></b>	<b><u>FOLLOW UP ASSISTANCE (APPROVALS, ADDITIONAL NEEDS, ETC.)</u></b>
Activities	Adult BINGO	Friday, March 10 <sup>th</sup>	7 pm – 9 pm @ Player's Grille	
Activities	Camp Meet & Greet	Tuesday, March 14 <sup>th</sup>	6 pm – 8 pm @ PPCH	
Sports	RTC 5K	Saturday, March 18 <sup>th</sup>	9 am @ HCES	
Activities	Easter Egg Hunt	Saturday, April 1 <sup>st</sup>	2 pm – 5 pm @ Prosperity Park	Rain date 4/2
Activities	Shred-It	Saturday, April 22 <sup>nd</sup>	9 am – 11 am @ Golf Club Lot	
Activities	Garage Sale	Saturday, April 29 <sup>th</sup>	7 am – 11 am @ RRMS	Online registration open 3/30