

## FALCON RIDGE OPEN BOARD MEETING

Falcon Ridge Clubhouse  
9525 Kestral Ridge Dr.  
February 20, 2016 – 7:00PM

Members in attendance: Andre Renschen, President; Willie Mushatt, Vice President; Amy Jo Denton, Secretary; Chads Martin, Board Member

Residence(s) in attendance: Bob Ault (8529 Condor Circle)

A quorum was established.

January 2017 open meeting minutes were approved and published.

January 2017 executive meeting minutes were approved and published.

Open Session – 7:00PM – 8:27PM

### Treasurers Report

- Chads provided the report this month on Bill's behalf. Per the Finance Committee, they suggested moving the Miscellaneous (Maint./Repairs/Supplies) of \$95 (toilet repair) to a more appropriate expense category. The Committee also noted that there may be an issue with the water line since the \$209 water bill in January is not typical.
  - @ Andre to notify Jennifer on water use, check with Scott of Ecoscape.
  - And to ask Cindy about the \$2,000 checking transfer to the General Fund.
- It was also noted that the fire hydrants, emergency lights, and exit signs need to be checked annually (last time done in April).
  - @ Andre to notify Jennifer regarding this as well in addition to the fire detectors that need to be replaced here in the Clubhouse.

### Clubhouse

- Andre provided an update on supplies – purchase of Windex. Chads reported that things are tidy and supplies are stocked.
- Rentals are ongoing.
- Various repairs were noted:
  - Glass table top quote \$300 for materials plus delivery and installation. Proceed with repair.
  - Fireplace marble - \$75. Hold off for timing being.
  - Chairs broken. Andre fixed. Thank you Andre!
  - Women's toilet issue. This issue has been addressed and the plumber did snake the line, watching for further issues. Seems to be working well thus far.
  - Parking Lot Lights - Need electrician to take a look at this.
    - @ Andre to let Jennifer know to have electrician address.
  - Pergola issues. The Board discussed and reviewed current bid. Given potential expense of repairs, will request two more bids.
  - H-VAC bids were reviewed (three bids); the Board determined to hold off for now. It was recommended to have these sent to Theresa for review.
    - @ Andre to send to Theresa for review.

- Drug dealing going on
  - The Board discussed issue and determined to inform the community via a Neighborhood Watch Alert mailbox flyer and the website. Residents will be instructed to call the police!
    - @ Andre and Amy Jo to draft and distribute the flyer.

### Tennis Courts

- Vincent Trincia's repair for sealing the tennis courts is on hold. Another light went out. Ask that the lights be replaced. Have to use a scissors lift. Go ahead and do Clubhouse Parking Lot lights and tennis courts at the same time.
  - @ Andre to let Jennifer know to have electrician address.

### Common Areas

- Community garden idea will be tabled for the time being.

### Community Survey

- The Board decided to keep the survey open. Encourage neighbors to participate. Will remind community along with the Neighborhood Watch Alert flyer.

### Newsletter

- Reminder next month will be drafting the first quarter newsletter. Any topics send to Amy Jo.

### Landscaping

- Pine needles are being put out. This is for the original subdivision.
- Aeration of lawns, once a year is the recommendation, but changed to every other year balanced with lime treatment. Wait until June or July for \$6,875.
- Handbook update and Landscape Guidelines update was tabled for a separate meeting.
  - Document review meeting will be March 15th, 2017.
- Updated Ecoscape calendar has been updated and posted on the website.

### New Business

- Welcome packet reprint. The Board determined to have a small number of Welcome packets reprinted until a full review and update can occur.

### Board Listens

- No one present.

Next meeting will be March 20<sup>th</sup>, 2017.

Adjourned at 8:27 PM.

@ Indicates an action item.

Respectfully submitted: Amy Jo Denton, Secretary

c/o Hawthorne Management Co.  
PO Box 11906 Ph: 704-377-0114  
Charlotte NC 28220-1906

Hawthorne Management Co., Inc.  
P.O. Box 11906  
Charlotte NC 28220

YEAR-TO-DATE

ASSETS

|                 |           |
|-----------------|-----------|
| Cash - Checking | 56,771.42 |
| Cash - Reserves | 40,865.35 |

|              |           |
|--------------|-----------|
| TOTAL ASSETS | 97,636.77 |
|--------------|-----------|

LIABILITIES & EQUITY

|                       |            |
|-----------------------|------------|
| General Reserves      | 40,865.35  |
| Retained Earnings     | 63,187.35  |
| Current Earnings/Loss | (6,415.93) |

|                            |           |
|----------------------------|-----------|
| TOTAL LIABILITIES & EQUITY | 97,636.77 |
|----------------------------|-----------|

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|                                       | MTD<br>ACTUAL  | MTD<br>BUDGETED | MTD<br>FAV/(UNFAV) | YTD<br>ACTUAL  | YTD<br>BUDGETED | YTD<br>FAV/(UNFAV) | ANNUAL<br>BUDGET |
|---------------------------------------|----------------|-----------------|--------------------|----------------|-----------------|--------------------|------------------|
| <b>INCOME</b>                         |                |                 |                    |                |                 |                    |                  |
| General Assessments                   | 41,335         | 25,564          | 15,771             | 41,335         | 25,564          | 15,771             | 306,768          |
| Late Fee Income                       | 105            | 125             | (20)               | 105            | 125             | (20)               | 1,500            |
| Interest Income - Operating           | 0              | 1               | (1)                | 0              | 1               | (1)                | 10               |
|                                       | -----          | -----           | -----              | -----          | -----           | -----              | -----            |
| TOTAL INCOME                          | 41,440         | 25,690          | 15,750             | 41,440         | 25,690          | 15,750             | 308,278          |
| LESS: PROVISION FOR RESERVES          | (1,104)        | (1,104)         | 0                  | (1,104)        | (1,104)         | 0                  | (13,246)         |
|                                       | -----          | -----           | -----              | -----          | -----           | -----              | -----            |
| TOTAL OPERATIONS INCOME               | 40,336         | 24,586          | 15,750             | 40,336         | 24,586          | 15,750             | 295,032          |
| <b>EXPENSES - OPERATING</b>           |                |                 |                    |                |                 |                    |                  |
| Cleaning                              | 130            | 130             | 0                  | 130            | 130             | 0                  | 1,560            |
| Electricity                           | 210            | 233             | 23                 | 210            | 233             | 23                 | 2,800            |
| Gas Service                           | 109            | 83              | (26)               | 109            | 83              | (26)               | 1,000            |
| Heating/Air Cond. Repairs             | 0              | 25              | 25                 | 0              | 25              | 25                 | 300              |
| Irrigation System                     | 0              | 83              | 83                 | 0              | 83              | 83                 | 1,000            |
| Landscape Contract                    | 8,410          | 8,410           | 0                  | 8,410          | 8,410           | 0                  | 100,920          |
| Landscape - Other                     | 0              | 228             | 228                | 0              | 228             | 228                | 2,730            |
| Lighting                              | 0              | 29              | 29                 | 0              | 29              | 29                 | 350              |
| Miscellaneous-Maint./Repairs/Supplies | 95             | 0               | (95)               | 95             | 0               | (95)               | 0                |
| Misc. Clubhouse / Tennis Exp.         | 0              | 42              | 42                 | 0              | 42              | 42                 | 500              |
| Clubhouse Maintenance                 | 0              | 46              | 46                 | 0              | 46              | 46                 | 550              |
| Misc. Creek / Common Area Exp.        | 0              | 217             | 217                | 0              | 217             | 217                | 2,600            |
| Pest Control                          | 0              | 32              | 32                 | 0              | 32              | 32                 | 385              |
| Water / Sewer                         | 209            | 542             | 333                | 209            | 542             | 333                | 6,500            |
| Social Committee                      | 0              | 42              | 42                 | 0              | 42              | 42                 | 500              |
|                                       | -----          | -----           | -----              | -----          | -----           | -----              | -----            |
| TOTAL OPERATING EXPENSE               | 9,163          | 10,142          | 979                | 9,163          | 10,142          | 979                | 121,695          |
| <b>EXPENSES - ADMINISTRATIVE</b>      |                |                 |                    |                |                 |                    |                  |
| Accounting Expense                    | 0              | 21              | 21                 | 0              | 21              | 21                 | 250              |
| Insurance Expense                     | 278            | 167             | (111)              | 278            | 167             | (111)              | 2,000            |
| Late Fees to Mgt. Co.                 | 53             | 63              | 11                 | 53             | 63              | 11                 | 750              |
| Legal Expense                         | 0              | 250             | 250                | 0              | 250             | 250                | 3,000            |
| Management Fees                       | 982            | 983             | 1                  | 982            | 983             | 1                  | 11,793           |
| Misc. Administrative Expense          | 0              | 113             | 113                | 0              | 113             | 113                | 1,350            |
| Office Supplies Expense               | 223            | 125             | (98)               | 223            | 125             | (98)               | 1,500            |
| Postage                               | 18             | 100             | 82                 | 18             | 100             | 82                 | 1,200            |
| Master Association Dues               | 36,036         | 12,612          | (23,424)           | 36,036         | 12,612          | (23,424)           | 151,344          |
| Website Expense                       | 0              | 13              | 13                 | 0              | 13              | 13                 | 150              |
|                                       | -----          | -----           | -----              | -----          | -----           | -----              | -----            |
| TOTAL ADMINISTRATIVE EXPENSE          | 37,589         | 14,447          | (23,142)           | 37,589         | 14,447          | (23,142)           | 173,337          |
| <b>TOTAL EXPENSES</b>                 |                |                 |                    |                |                 |                    |                  |
|                                       | 46,752         | 24,589          | (22,163)           | 46,752         | 24,589          | (22,163)           | 295,032          |
| <b>NET INCOME/(LOSS)</b>              |                |                 |                    |                |                 |                    |                  |
|                                       | <u>(6,416)</u> | <u>(3)</u>      | <u>(6,413)</u>     | <u>(6,416)</u> | <u>(3)</u>      | <u>(6,413)</u>     | <u>0</u>         |

02/14/2017  
12:15 PM

0322 Falcon Ridge Homeowners Association, Inc.  
GENERAL LEDGER - RESERVES STATEMENT  
01/31/2017

c/o Hawthorne Management Co.  
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|                               | MTD<br>ACTUAL | MTD<br>BUDGETED | MTD<br>FAV/(UNFAV) | YTD<br>ACTUAL | YTD<br>BUDGETED | YTD<br>FAV/(UNFAV) | ANNUAL<br>BUDGET |
|-------------------------------|---------------|-----------------|--------------------|---------------|-----------------|--------------------|------------------|
| RESERVES FUNDING              |               |                 |                    |               |                 |                    |                  |
| CAPITAL RESERVES FUNDED:      |               |                 |                    |               |                 |                    |                  |
| General Reserve-Funded        | 1,104         | 1,104           | 0                  | 1,104         | 1,104           | 0                  | 13,246           |
|                               | -----         | -----           | --                 | -----         | -----           | --                 | -----            |
| TOTAL RESERVE FUNDING         | 1,104         | 1,104           | 0                  | 1,104         | 1,104           | 0                  | 13,246           |
|                               | -----         | -----           | --                 | -----         | -----           | --                 | -----            |
| SURPLUS (DEFICIT) CARRIED FWD | 1,104         | 1,104           | 0                  | 1,104         | 1,104           | 0                  | 13,246           |
|                               | =====         | =====           | ==                 | =====         | =====           | ==                 | =====            |