

# ***CRAFT FARMS PROPERTY OWNER ASSOCIATION***

## ***BOARD OF DIRECTORS MEETING MINUTES***

**Monday, November 7, 2022**

The Board of Directors of the Craft Farms Property Owners Association held its regular monthly meeting on Monday, November 7, 2022 at Craft Farms Golf Resort in Gulf Shores. A quorum was present and President John Mitchell called the meeting to order at 3:02pm.

Village Representatives present were: President John Mitchell, Vice-President Kim Gordon, Secretary Cynthia Tunnell, Mike Mitchum, Cynthia McDermond, Norm Randolph, Billy Adcock, Mickey McCaleb and Statia Moody and Trish Shamburger. Absent were Treasurer Terry Moody.

Committee Chairmen present were: Tom Grabowski, Finance Chair, Curt Graff ARMC Chair and Joanne Randolph Newsletter/Website chair. Jim Foster was present with the Landscape Committee. Marsha Guyer, POA Manager was also present and took the minutes.

### **APPROVAL of MINUTES:**

The Minutes from the October 3, 2022 meeting were approved as amended with motion a from Kim Gordon, and seconded by Norm Randolph, all were in favor and the motion passed.

### **UNFINISHED BUSINESS:**

JoAnn Randolph brought up questions regarding the upcoming election for their village and discussion ensued regarding getting letters out to residence regarding the nominations for the elections and the annual meeting. Once all residence has been given two weeks to respond, a follow up letter with proxy is sent. Marsha will handle this for Estates, Turnberry, Glen Eagles, Royal Glen and St Andrews East.

### **SUB-DISTRICT ISSUES:**

**Cypress Bend:** John Mitchell reported on an issue of traffic flowing through their village. He contacted the city and they said they have not been able to do anything about this. John went on google maps and made the streets private. This should keep traffic down. Cynthia McDermond ask John about two issues in his village. One was basketball goals that are always up and the other is regarding a golf cart that is always in the driveway. John stated yes, you can park in your driveway and we will send letters to the owners regarding the basketball goals. The POA will send a letter regarding this violation.

**Cypress Gardens:** Mickey McCaleb reported that there are four houses under construction in his village with rumors of two more starting soon. Curt Graff commented that everyone seems to be following the rules at this time.

**Estates:** Kim Gordon reported that the 631 Estates Dr. will need a letter regarding his trash cans as the bushes he planted are not enough to hide the cans. Kim reported that a beaver ate a tree at their entrance and Logans Landscape will replace this tree soon. She also gave an update regarding the trees at a new home being built. She has contacted the city arborist concerning pruning trees so they are not damaged as the trees are literally in the house. John agreed as this would be considered improper

pruning if they do not get permission. Two owners have contacted Kim regarding drainage issues at their homes and huge holes forming due to this. The village has had issues with drainage from the golf course and there is a huge hole just south of the starter podium that is causing problems flooding the road when there is a lot of rain. The city is ignoring this issue when Kim as called. John commented on another similar issue and he will talk with Chad Leonard the GM about these issues.

**Glen Eagles:** Statia Moody reported that she does not believe the gentleman that just bought at 3670 Cypress Circle is permitted to do the things he is doing with a tractor, etc. Curt has agreed to check with him to make sure.

**Pinehurst:** Cynthia Tunnell reported that she sent a letter out regarding pine straw as this is not a full-service amenity this year. The letter gives a price if residence would like to purchase on their own.

**Prestwick:** Marsha gave a report in Trish Shamburger absence. Trish wanted all to know that she spoke with Brooks about replacing the dead azaleas at the entrances of Prestwick Village. She also reported that Christmas on the Circle for Prestwick, Cypress Gardens and Royal Glen villages will be Sunday 12/4 at 2pm. She is getting a flyer out to all village reps in these areas next week.

**Royal Glen:** Norm Randolph reported that they have pruned a tree in the middle of the cul-de-sac so they can decorate with lights. They will begin decorating for Christmas at the entrances next week.

**St. Andrews:** Billy Adcock had nothing to report at this time.

**St. Andrews East:** Cynthia McDermond reported that the owner with the pink door is wanting to leave it this way. Curt said he would contact the owner and take care of this with her.

A side discussion ensued regarding lights that are out and John reminded all that Alan handles the Sternberg lights and all others we call in to EMC.

**Turnberry:** Mike Mitchum reported that the owner at 3709 Turnberry Dr. finally removed the dead bushes caused by hurricane sally. He advised her that if she is going back with the same bushes she can proceed, if she is wanting to change then she will need to go through Curt with ARMC.

**GROVE:** No Rep to report at this time. Kim Gordon and Mike Mitchum reported that there is a boat parked in the grass across the street from the houses. Mike also asked if they are supposed to park a dumpster in the lot that is being built on as there are three dumpsters in this village as there are several houses under construction. Kim said since the developer still owns the lots, they can put dumpster on them. Residence there are also parking across the street from the houses instead of in own driveway, they will need to be told they cannot do this. John said the city approves a lot of these subdivisions that do not have enough parking and shorter driveways.

#### **COMMITTEE REPORTS:**

**FINANCE** – Tom Grabowski asked Marsha for an update on dues and she reported that since 4<sup>th</sup> quarter statements have gone out, we have collected over \$100,000.00 in back dues. John asks that we reinstitute a back dues penalties and lean schedule for owners that are behind. Marsha asks if we could begin this for 2023 as she has told several owners that there is no interest or penalties if they pay by the end of this year. John agreed that we will start this for 2023. Tom stated that based on what has been recorded it looks like we have not spent as much money this year. At this time, we are hoping to get a

full P & L for the year by the end of the 4<sup>th</sup> quarter and all financials cleaned up by the first of next year. Discussion ensued regarding those who are behind on dues and making sure that they are paid up or have liens assessed before they sell. There was also much discussion in several villages regarding getting the budget settled depending on vacant lots left. Mike was not at the last meeting and wanted to know about audits and John stated that we have not voted either way on audits but the covenants do not state that we have to do an audit but you can at the direction of the board. The last audit was done for 2019 and we still do not have a full report. Tom agreed that at some point we do need to have someone come in and check everything out and make sure we have all in check. Kim and Mike ask if they could get financials for their annual meetings. Tom stated we could provide P&L's for past years and funds flow statements.

**ARMC** – Curt Graff reported that starting in January he is going to have a sign/plaque for them to put in their yard so that the village rep will know this project has been approved. He thinks this will help gain better control of projects.

**GROUNDS:** Billy Adcock began his report that Dennis Lundy, #3 on the landscape committee is negotiating pine straw pricing but some villages have not responded and the last date to respond is 11/15/22 and he is trying to figure out how much is needed. Jim Foster has been leading the charge on replacement trees and at this time we have identified 32 trees for potential replacement. It could be 35 when count is finished at which time, they will go to Noel Hand with the city and get approved locations. Noel will then go to Joel Potter for the costs. We would like to get this done by the end of the month so that we can have trees put in the ground by January which is the optimal time to do this. Norm asks what the cost is and Billy responded that the estimated cost is \$500.00 per 3" pot installed and warranted for one year. Billy asks for board approval to spend this money. John stated that there is no voted needed as the trees are already in the hurricane sally budget. Jim and Billy will get the trees ordered and planted. The biggest cost on this is the freight. Billy continued that there are three different type trees in several different areas that need to be trimmed so they are meeting with the arborist to catch this up by the end of the year. Kim asks why we are not on a trimming schedule, Cynthia explained that was only for signature trees. Billy continued his report with an update on the bus stop. He can get it demoed for \$2,500.00 and get bricks put in other locations. Kim made a motion to take down the bus stop and Cynthia seconded; all were in favor. Billy will make sure this is done properly. The last report is on the water retention ponds. They have installed an aeration system in the small lake between Glen Eagles and Pinehurst and it is doing its job. We have power available between Pinehurst and St. Andrews East and would like to put another pump there. Since Prestwick already has a fountain, they will put some bacteria in this lake to help eat up the gunk. He will be getting a proposal ready for the board to show the cost of this project over the next two years. Kim expressed concern that it should be village expense, not district. Tom recommends treating this as a capital expense which will make the per person amount a lot less. Kim expressed that they have a lot of ongoing capital expenses that are not absorbed by the district. John recommends taking the percentage the Estates would pay and put it back in their reserve account. Billy explained the reasons for keeping the lakes clean because of water retention. The last time they were cleaned manually it was \$3700.00 and only got a little out, this a much better approach in the long run. Alan recently engineered a new weir gate which could have easily been a \$20,000.00 job. Kim ask Billy to talk to Brooks about cleaning up a common area that is on a small island right when you drive into the Estates, Billy will handle with Brooks.

**WEBSITE/NEWSLETTER** – Joanne thanked everyone for their input in the newsletter every month as the residence really appreciate it. She has uploaded everyone’s landscaping contract to the website except for Cypress Gardens. Mickey said that it should be at the office, Billy and Marsha will see about getting this to Joanne. Joanne asks if there is anything the board would like to see put in the newsletter every month. Norm asks about putting in the late fees and schedule to the owners. Marsha said she can put a letter in with first quarter statements in January.

**NEW BUSINESS:** N/A

**NEXT MEETING:** December 5, 2022 at 3:00pm.

**ADJOURN:** A motion to adjourn was made by Cynthia Tunnell, and seconded by Tom Grabowski, motion passed unanimously. The meeting ended at 4:30pm.