

**3 CHERRY WAY HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS
MEETING MINUTES OF OCTOBER 14, 2025**

1) CALL TO ORDER:

The meeting was called to order by K. Brockman on October 14, 2025, at 9:30 AM in the 3 Cherry Way Community Clubhouse.

2) ROLL CALL:

A roll call was taken of the Board of Director members by M. Barnes, Recording Secretary. As indicated below, there were four (4) directors in attendance, a quorum.

<u>OFFICE</u>	<u>OFFICER</u>	<u>ATTENDANCE</u>
President	Karry Brockman	Yes
Vice President	Cindy Dubac	No
Treasurer	Curt Hendricks	Yes
Recording Secretary	Marge Barnes	Yes
Corresponding Secretary	Patricia LaCourse	Yes

3) AGENDA APPROVAL:

- A. M. Barnes/P. LaCourse: Motion to approve the meeting agenda (with additions or deletions)
Passed, unanimously.

4) APPROVE MINUTES:

- A. P. LaCourse/M. Barnes: Motion to approve the September 16, 2025, 3CW Standard BOD Meeting Minutes.
Passed, unanimously.

5) OLD BUSINESS: See Attachment A.

A. Karry Brockman, President:

1. The BOD has completed all of the contracts for next year (2026): AquaTech, Superior Association Management, Lincoln Landscape, Busy Bees, and Dellinger Exterminators.

6) NEW BUSINESS: See Attachment A.

A. Karry Brockman, President:

1. The Townhouse Maintenance List was revised and Attachment A lists the changes. The updated Maintenance List is on the 3CW HOA Website.

7) TREASURERS REPORT: (C. Hendricks)

- A. C. Hendricks/M. Barnes: Receive and file Superior Mgt. August 2025 financials documents.
Passed, unanimously.

1. Total Operating Income August 2025 Year-to-Date: \$448,388.49.
2. Budget Income Year-to-Date: \$450,633.36.
3. Annual Budget: \$675,950.00.
4. Operating Expenses: Total Actual Year-to-Date \$377,460.21. Budget Year-to-Date: \$357,266.56.
5. Categories under budget:
 - a) Contracts: Actual Year-to-Date: \$1,880.68. Budget Year-to-Date: \$3,166.72.
 - b) Landscape: Actual Year-to-Date: \$209,092.40. Budget Year-to-Date: \$218,000.00.
 - c) Utilities: Actual Year-to-Date: \$41,262.45. Budget Year-to-Date: \$42,733.28.
 - d) Administrative: Actual Year-to-Date: \$49,686.16. Budget Year-to-Date: \$56,166.64
6. Three (3) categories are over budget:
 - a) Building Maintenance Actual Year-to-Date: \$53,280.12. Budget Year-to-Date: \$25,000.00.
 - b) Pool: Actual Year-to-Date: \$18,577.83. Budget Year-to-Date: \$9,266.64.
 - (1) An additional expense was the replacement of the underwater lights in the pool.
 - c) Recreational: Actual Year-to-Date: \$3,680.57. Budget Year-to-Date: \$2,933.38.

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7. The Total Budget for the year was \$521,650.00.
8. Net Income: \$70,928.28.
9. Assets at the end of August 2025:
 - a) Operations Account: \$18,685.09
 - b) Pre-Reserves: \$28,429.10
 - c) S. A. Stone Account: \$1,331,140.75
 - d) Total Assets: \$1,378,254.93
10. In August we transferred \$50,000.00 from the Pre-Reserve Account to the S. A. Stone Investment Account to purchase a \$60,000.00 CD that pays 3.9% interest, and it matures in October of 2026. This brings us to a total of \$120,000.00 in funding the Reserves for the year. By the end of the year, an additional \$34,500.00 will be invested in the S. A. Stone Investment Account.
11. The overage for the month of August is due in to paying two (2) payments to Lincoln Landscape (\$14,550.00) due to the late arrival of the July invoice resulting in a double payment for them in August.

8) ACC STATUS REPORT:

- A. Pat Mercier: Nothing to report this month.

9) OFFICERS' STATUS REPORTS:

A. K. Brockman, President:

1. Reminder: The General Membership Meeting is scheduled for November 13, 2025. The meeting package for this meeting went out this past Friday, October 10, 2025.
2. The Dropbox has a reminder taped to it to remind folks that effective January 1, 2026, we will no longer be accepting paper checks in the Dropbox.

B. C. Dubac, Vice-President:

C. C. Hendricks, Treasurer:

D. P. LaCourse, Corresponding/Record Retention Secretary:

1. The Board is currently doing an Age Verification of the community as required by HUD regulations to maintain our status as a 55+ community. We have received age verification from 2/3 of the community. I will stay after the meeting today if you would like to see me and I will process your age verification.

E. M. Barnes, Recording Secretary:

10) RESIDENTS COMMENTS/Q & A:

A. Cathi Jones, 8204 Chelan Ct..

1. *Questions/Comments*: I have a question on the Maintenance List issued to the community concerning who is responsible for what. Is this in the CC&Rs and is this going to be changed and will it be voted on? I am one of four (4) homeowner's that has this sanitary lift and feel it should not be my responsibility to maintain it.
 - i) *BOD Answer*: This is not going to be changed and we have a legal opinion that says that the upkeep of the sanitary pump is the homeowner's. It is very clearly defined by the legal opinion. If you would like to discuss this further, you should schedule a time to meet with the BOD.

B. Phyllis Wilson, 8348 Glacier Dr.

1. *Question/Comments*: Twice Karry has told us that Lincoln Landscape would be doing our side yard. Is there a schedule for that yet?

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- i) *BOD Answer:* The schedule is pending on that. We are trying to get that tied in with the last drainage work to be done up on North Star Ct. The BOD has approved this work to be done.
 - 2. *Question/Comment:* Attachment A to the Agenda shows that that work was completed on Glacier.
 - i) *BOD Answer:* There are two (2) parts to the work on Glacier and North Star Ct. by B. P. Drainage. The first part was completed and now the second part needs to be scheduled and completed. In addition to that, Lincoln Landscape will have to reseed and straw that greenway this fall and again in the spring.
 - 3. *Question/Comments:* Curt, last month you told me that the budget increase was only \$2,000.00 for expenses vs. budget. This month, it has jumped \$18,000.00 for a total of \$20,000.00 over budget. Is everything up to date now and what can we expect at the end of the year?
 - i) *BOD Answer:* The decrease should graduate down for the rest of the year. The drainage issues will be coming down now for the rest of the year. August was a month when many of the drainage issue invoices were submitted for payment.
 - ii) *BOD Answer:* We have found that the drainage issue projects required additional work to handle very heavy rains. The first phase of fixing the issue works for normal rain fall but not for heavy rains.
- C. John Gabor, 2375 Stardust Ct.**
- 1. *Question/Comments:* What is the reason you did not have a BOD meeting in July?
 - i) *BOD Answer:* The BOD had several conflicts with scheduling that month.
 - 2. *Question/Comments:* Have you taken any actions without a Resolution Without a Meeting? The whole list as shown on Appendix A should be voted on and approved during the community meeting.
 - i) *BOD Answer:* Every decision has been made and approved at a BOD Working Meeting and these decisions are documented in the minutes from each meeting. The BOD will discuss your suggestion.
- D. Dan Okoniewski, 2228 Cashmere Ct.**
- 1. *Question/Comments:* I had written to Tricia regarding why the dormer repair on the Maintenance List was the responsibility of the homeowner and I have not received an answer.
 - i) *BOD Answer:* I thought I had responded to that email and I apologize. I will get an email to you on that subject.
 - 2. *Question/Comments:* In the previous community meeting, I asked if the retention pond was accounted for in the budget and was told that you would check and see if it was included.
 - i) *BOD Answer:* It is not in the 2025 Budget. It is also not in the Reserve Study for 2026. The pond is supposed to be a wet pond and it is now a dry pond because it drains after each rain. It is not required to have it inspected or anything currently with Lincoln County. According to the Reserve Study, funds for the retention pond in 2027 are listed, which allows for \$28,000.00 in costs that year.
 - 3. *Question/Comments:* I requested that my door be painted in 2024 and then there were 9 doors painted in the community and mine was not one of them.
 - i) *BOD/Comments:* We have decided that we will be painting doors in a phased approach as laid out in the Reserve Study. If the door request comes in outside of the phase, this includes the brown door and the white door as on most homes, then it will be the homeowner's responsibility to paint the doors. The BOD has not reached a final decision on this as of today. I cannot answer why your request was overlooked.
- E. Jim Mercier, 8231 Rainier Dr.,**
- 1. *Question/Comments:* There are 2 policies and procedures, the Petition Policy and Procedure and the Information Security Policy and Procedure, that were passed and I want to know when those will be on the website.
 - i) *BOD Answer:* Both of those need to be further revised and will be on the website when the BOD has approved the revisions.

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F. Diane Hendricks, 8507 Van Ct.

1. *Question/Comments:* What is the feasibility that door painting be based on the direction the doors are facing because those facing south and west fade the most and those facing east and north do not fade as much.
 - i) It is a valid thought. The BOD is trying to minimize spot painting in the community. We would rather do a phased approach so that we could do multiple doors that would cost less to do a group rather than spot basis.

10. ADJOURNMENT: M. Barnes/P. LaCourse: Adjourned the 3CW HOA BOD meeting October 14, 2025, at 10:12 AM in the 3CW Community Clubhouse.

3 CW BOD MEETING AGENDA
ATTACHMENT A
October 14, 2025
9:30 AM at the 3CW Community Clubhouse

Old Business:

1. Contractual Agreement with B. P. Drainage to extend the popups out at 8891 Sweet Cherry Ln. to prevent drainage issue at a cost not to exceed \$3,500.00. **On hold.**
2. Contractual Agreement with Lincoln Landscape to trim trees on the east and west sides of the community to include clearing downed trees in the wooded area on the west side and clear limbs, undergrowth and spray the weeds and vines in that area for a cost not to exceed \$9,200.00. **Schedule TBD.**
3. Contractual Agreement with B. P. Drainage to rework the area by 8348 Glacier Dr. at a cost not to exceed \$1,800.00. **Completed.**
4. Contractual Agreement with Mr. Handyman of Mooresville to repair the overhang of the Clubhouse and adding a sign to be painted on the overhang with the height at a cost not to exceed \$1,200.00. **Completed.**
5. Contractual Agreement with B. P. Drainage to repair the drainage issues 8330 North Star Ct. and 8128 Attica Ct. at a cost not to exceed \$11,050.00. **Completed.**
6. The AquaTech contract for pool services was renewed for 2025-2026 for the same cost as 2024-2025: \$11,360.00/year.

New Business:

1. The Townhome Maintenance List was revised:
 - a. A disclaimer was added that exempts the HOA BOD Officers from liability for any damages caused by repairs/additions to the homeowner's home.
 - b. Allowing a homeowner to paint their front doors if an Owner Application for Exterior Architectural or Landscaping Change/Repair form has been submitted and approved by the HOA BOD. The Maintenance List names the paint to be used.
 - c. The painting of the door from the sunroom will be painted by the HOA or the homeowner may paint their own door if an Owner Application for Exterior Architectural or Landscaping Change/Repair form has been submitted and approved by the HOA BOD. The Maintenance List names the paint to be used.
 - d. The revised list is on the 3 Cherry Way HOA Website.
2. The Superior Association Management contract for HOA management was renewed for 2026 at the same cost as 2025: \$33,600.00/year.
3. Contractual Agreement with Mr. Handyman of Mooresville to paint and caulk two residences: 8330 North Star Ct. and 2776 Sunburst at a cost not to exceed \$734.00.

3 CW BOD MEETING AGENDA
ATTACHMENT A
October 14, 2025
9:30 AM at the 3CW Community Clubhouse

4. A new Policy and Procedure was approved by the 3CW HOA BOD: Information Security Policy and Procedure.
5. A new Policy and Procedure was approved by the 3CW HOA BOD: Petition Process Policy and Procedure.
6. The Lincoln Landscape contract for landscaping maintenance was renewed for 2026 at the same cost as 2025; \$174,600.00/year.
7. Proposed amendments to the Bylaws and the ballot for the November 13, 2025, 3CW HOA General Membership Meeting were approved on September 30, 2025, by the BOD.
8. The Meeting Notice, Meeting Agenda, Proxy Form, Directions, and Flowchart were all approved for the November 13, 2025, 3CW HOA General Membership Meeting on October 7, 2025.
9. Busy Bee's contract for trash pickup went up for 2026 at a cost of \$50,400.00/year.
10. Dellinger Exterminators pest control remains at \$8,000.00/year.