

CEDAR RUN
HOMEOWNERS ASSOCIATION
President's Report
2018



Welcome, Cedar Run Homeowners!



April 16, 2018

Thank You from the President,

As this year ends, I would like to take this opportunity to thank all of you that have done so much in the past year for Cedar Run, whether you volunteered for an event, served on a committee, helped a neighbor, or participated as judges for contest.

We do have some truly wonderful people in this community. It is the enthusiasm of volunteers and the camaraderie of neighbors that keeps the spirit of Cedar Run alive and makes this a great place to live. Your time, your energy and your enthusiasm are cherished!

Furthermore, all Board decisions are subsequently communicated to our members on the HOA's website and annual HOA meetings.

A very special thank you goes out to the board members who give their time and energy to the daily operations of Cedar Run. It is a thankless job that comes along with a bit of criticism, but it takes strong leaders like this to run a successful community. While the members of the Board do not always agree on issues, they have continued to work well together and in their decision making. In the end, any decisions that are made continue to be towards the betterment of our community.

Each one has added their very own touch making Cedar Run a wonderful community. And to the spouses and family members who support their loved ones and allow them to devote some of their "free" time to the community.

THANK YOU!

President's Report: Accomplishments

As your HOA Board of Directors, elected by the HOA membership, our goals are to govern the association and ensure the collective rights of all residents, provide services and amenities in the best interest of the entire community, protect property values and ensure the financial health of the association. This report summarizes progress against the above goals.

We took a proactive management approach looking to increase transparency, improve accountability and seek opportunities for improvement. The intention was to use sound business practices to manage the business of Cedar Run Homeowner's Association, Inc. Please note, many changes are in their infancy and the full impact is still to be realized.

INCREASED TRANSPARENCY:

- Held HOA Board meetings, increased HOA membership attendance. Meetings were announced in advance; using our website and social media site "Next Door".
- Prepared meeting minutes following every HOA Board meeting, as required by By-Laws. Meeting Minutes are retained as a permanent record and posted in the Cedar Run Website.
- Community's website. We have improved communication through the offering of our website: www.cedarrunhoa.org. You may find governing documents, community events, our newsletter and an updated calendar of events on this site.
- 2017 saw the creation of new committees with the associated administrative charters and chairpersons to assist the community in different areas:
 - ARC: Chair, Beth Morgan
 - Budget and Finance- Chair, Denise Stallworth
 - Communications: Valerie Taylor
 - Grounds: Chair, Jerry Tatum
 - Neighborhood Watch: Chair, Aubrey Jones
 - Events/Social: Chair, Valerie Taylor
 - Welcome: Chair, Wanda Jones

It is the goal of the Board of Directors to continue to build the relationships with all owners and residents to create a greater sense of community. This includes greater transparency in what has and will be done with an opportunity for greater dialog to produce results within the community.

April 2017 – April 2018

Architectural Review

They preserve the architectural integrity established by the architects who originally designed it; within the guidelines established in the CC&R's.

- For 2017-2018, the average days for ARC to process requests for this time period is 10 calendar days, which is consistent with recent years for this current ARC committee.
- We completed 62.5% of all requests within 1 week which is also consistent with recent years.
- The ones that take longer typically require some additional discussions among the ARC on non-compliant requests, that the ARC may conduct some research about and/or request additional information and conduct site visits.

Category of Request	Total in Category	% of Total
Flagpole	1	12.5
Deck/Patio	1	12.5
Storage Shed	3	37.5
Grill	1	12.5
* Patio Privacy Fence	1	12.5
Landscaping	1	12.5
Grand Total	8	100%

Storage Sheds were the most common modifications from April 2017- April 2018. We approved 99% of all modification requests during this period.

April 2017- April 2018 Covenant Violations (9)

- Semi-truck illegally parked
- Shutters not in compliance
- Mailbox Post need painting
- Decks installed without approval
- House needs power-washing
- Storage Sheds installed without approval
- Trees planted without approval
- Patio Privacy Screen installed without approval
- Landscaping grass not mowed

Budget and Finance

The Budget and Finance Committee advise the Board on financial matters that affect Cedar Run. Committee members may not make final decisions on any matters, expend funds, or speak on behalf of the community, without the approval of the Board of directors.

2017 FISCAL YEAR SUMMARY

Overall, the Cedar Run Homeowners Association (“HOA”) reported a net deficit in the amount of \$3,200.98 for 2017. Our HOA held \$38,874.74 in cash including reserves at December 31st. The year to date income from collected annual assessments was \$32,985.00 while total expenses were \$36,185.98. The variance is mainly attributable to the power washing completed for the fence and play set, a one-time purchase and installation expense for solar lighting at the entryways, and additional management fees incurred from supplemental services provided by the Management Company in fulfilling functional roles necessary to operate the Association. The management of these expense items have been addressed as committees were established by the Board throughout 2017 to assist in the operational and financial overview of the Association going forward.

2018 ANNUAL ASSESSMENTS

The collection of our annual HOA regular assessments/fees are essential as it is the primary source of funds for the operation of the community. How is your paid assessment utilized? Below is an itemized list of the 2018 HOA Budget per Homeowner and how your assessment is allocated:

<u>Item</u>	<u>Description:</u>	<u>Amount:</u>
Yearly Assessments	Assessment Dues Paid by Homeowners	255.00
Other Income	Late Fees on Assessments, Other Fees	9.00
	TOTAL INCOME	<u>264.00</u>
Grounds & Landscaping	Landscaping Services	94.72
Reserve Contributions	Cover Financial Deficits, Fence & Sign Maint. & Repairs	70.80
Other Contracted Services	Financial, Legal, Collection Agency	30.31
Administrative Expenses	Postage, Printing & Copying, Website, General Admin.	30.02
Management Fees	Contracted Community Management Services	27.65
Insurance	Community Insurance Coverage	5.61
Taxes & Corporate Fees	Community Tax Return Preparation & Filing, Registered Agent	4.26
Utilities	Water Service for Irrigation on Common Areas	0.64
	TOTAL EXPENSES	<u>264.00</u>

As you can see, the revenue generated by regular assessments/fees is used for the maintenance of common property such as landscaping including lawn-mowing services, as well as maintenance and repairs (entryway marquees, lighting, and fences). The HOA assessments also cover insurance, taxes, management company fees, and other contracted service expenses. This breakdown demonstrates why paying assessments is so important to the upkeep of the community.

DELINQUENCIES AND COLLECTIONS

The total balance to date at December 31st that has been processed for collections is \$24,634.57. Of that \$12,162.87 (49.37%) has been successfully collected and will be deposited into the Association's operating account as it's received. There were 22 residents with past due accounts at the year-end totaling \$12,471.70, which unfortunately means 50.63% of delinquent association dues remains outstanding and uncollected.

As a note, although the Association continues looking for favorable pricing, monitoring warranties, and keeping our vendors in check to reduce expenses, the Community will not be sustainable if the trend continues of having over half of the delinquent dues the Association requires to cover expenses being uncollected.

Communications

The Communication Committee advise and assist the Board in informing residents about the purpose and function of the association and its activities and events. In an effort to keep the community informed, Cedar Run, HOA has set up a community website. Our community website: <http://www.cedarrunhoa.org>

- Upcoming HOA meetings
- Upcoming HOA sponsored social events
- Community news and events
- Emergency preparedness and announcements
- Community services (for example trash collection)

Events/Social

The Events committee host an array of community wide events for adults, families, teens, and children alike, thereby enhancing the interactions of residents by providing social opportunities for residents of all ages in a cost-effective, efficient manner.

- Yard of the Month Contest
- House Decorating Contest
- Christmas Party

Scheduled 2018 Planned Events – Volunteers Needed

- Yard of the Month Contest Starts May 1st
- Community Fish Fry Saturday, May 19th
- Community Day Saturday, June 23rd
- Movies Under the Stars Saturday, September 15th
- Community Yard Sale Date: TBA

Grounds

The Grounds Committee maintains, improves, and update the grounds to make the property attractive and pleasing to existing residents, visitors, and potential buyers, and facilitate in sustaining the property for maximum value.

- Auto accident at 1st entryway destroyed shrubs and fence. Replaced shrubs, filed insurance claim to repair fence motorist uninsured. Reimbursement pending
- Installed Solar Lighting at all entryways.
- Henrico sight line violation Wax and Creep Myrtles shorten to comply with county requirements.
- Holiday Decoration – Placed Christmas wreaths at all entryways.

2018 Action Items

- Re-drafting Landscaping Contract
- Power-wash Community Fence
- Repair wind damage section of the fence – insurance claim filed, contract awarded.
- Researching the cost to reinforce the entire fence

Neighborhood Watch

- Established block captains and divided the subdivision into sections and assigned captains.
- Installed three (3) Neighborhood Watch signs at the entryways.
- Requested full list of all subdivision residents and map of subdivision from Community Group
- Prepared and submitted budget to purchase items to assist this committee with patrols.

Welcome

The Welcome Committee greet new owners, present them with welcoming packet, acquaints them with its contents, and offer assistance to them in getting settled in their new environment and becoming part of the Cedar Run Community.