

**3 CHERRY WAY HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS  
MEETING MINUTES OF AUGUST 12, 2025**

**1. CALL TO ORDER:**

The meeting was called to order by K. Brockman on August 12, 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 five (5) directors in attendance, a quorum.

<u>OFFICE</u>	<u>OFFICER</u>	<u>ATTENDANCE</u>
President	Karry Brockman	Yes
Vice President	Cindy Dubac	Yes
Treasurer	Curt Hendricks	Yes
Recording Secretary	Marge Barnes	Yes
Corresponding Secretary	Patricia LaCourse	Yes

**3. AGENDA APPROVAL:**

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

**4. APPROVE MINUTES:**

- A. M. Barnes/C. Dubac: Motion to approve the June 10, 2025, 3CW Standard BOD Meeting Minutes.  
Passed, unanimously.

**5. OLD BUSINESS:** See Attachment A.

A. Karry Brockman, President:

1. We have changed the format of the Agenda to shorten the meetings. Formally, we would go through a list of old and new business reading and voting on each item.
2. Resolutions Without a Meeting are not necessary because all of the items were approved during BOD working meetings.
3. Resolutions Without a Meeting would be used for BOD approvals that were done via email or phone only.
4. The Meeting Agenda for all future meetings will have an attachment showing all of the items approved, old or new business, and their status.
5. The Old Business items were all completed.

**6. NEW BUSINESS:** See Attachment A.

A. Karry Brockman, President:

1. Items listed under New Business were approved by the BOD during working meetings after June 10, 2025.
2. The status of each item is displayed on the attachment.
3. Some of the items are completed, some are not scheduled as of yet, and others are on hold.

**7. TREASURERS REPORT:** (C. Hendricks)

- B. C. Dubac/P. LaCourse: Receive and file Superior Mgt. May 2025 financials documents.  
Passed, unanimously.

- C. C. Dubac/P. LaCourse: Receive and file Superior Mgt. June 2025 financials documents.  
Passed, unanimously.

1. Total Operating Income June 2025 Year-to-Date: \$336,235.01.
2. Budget Income Year-to-Date: \$337,975.02.
3. Annual Budget: \$675,950.00.

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4. Operating Expenses: Total Actual Year-to-Date \$283,501.55. Budget Year-to-Date: \$275,074.92.
5. The BOD is watching the budget very closely.
6. Categories under budget:
  - a) Contracts: Actual Year-to-Date: \$1,596.63. Budget Year-to-Date: \$2,375.00.
  - b) Landscape: Actual Year-to-Date: \$154,655.36. Budget Year-to-Date: \$163,500.00.
  - c) Utilities: Actual Year-to-Date: \$30,759.80. Budget Year-to-Date: \$32,049.96.
  - d) Administrative: Actual Year-to-Date: \$39,118.41. Budget Year-to-Date: \$49,249.98
7. Three (3) categories are over budget:
  - a) Building Maintenance Actual Year-to-Date: \$37,719.44. Budget Year-to-Date: \$18,750.00
    - (1) There are multiple projects that have to be done throughout the community for drainage that we are looking at. These were/are major expenses we have had throughout the community.
    - (2) These projects are needed for property potential damage and need to be addressed.
  - b) Pool: Actual Year-to-Date: \$15,918.00. Budget Year-to-Date: \$6,949.98.
    - (1) An additional expense was the replacement of the underwater lights in the pool.
  - c) Recreational: Actual Year-to-Date: \$3,733.91. Budget Year-to-Date: \$2,199.96.
    - (1) This was due to the replacement of the chaise lounges at the pool.
8. Net Income: \$52,733.46 – these are funds left over after all of the expenses are paid.
  - a) We are saving 15.68% of our income. This is the money that will be used for the reserves to purchase additional CDs.
9. Assets at the end of June 2025:
  - a) Operations Account: \$55,489.46
  - b) Pre-Reserves: \$38,118.00
  - c) S. A. Stone Account: \$1,263,699.97
  - d) Total Assets: \$1,357,307.43

**8. ACC STATUS REPORT:**

**A. P. Mercier:**

1. Just a reminder for everyone here that there is a new form for any changes or repairs that you would like to do or items that need to be repaired. The form is available on the website and hard copies are available in the Clubhouse library.

**B. Jim McClellan:**

**9. OFFICERS' STATUS REPORTS:**

**A. K. Brockman, President:**

1. An email was sent out to the community yesterday regarding the stop signs. They should be completed this week weather permitting. This will close this project to improve safety in our community.
  - a) The lack of stop signs at some major intersections in the community to help slow the speeders down leaves the HOA liable if an accident should occur.
2. Showed a list of various projects throughout the community that the BOD has put on hold for the following reasons:
  - a) Aerating and seeding that cannot be done until the fall.
  - b) Avoiding not having the funds to fund our investment account. We are budgeted to invest \$154,500.00 this year in the reserves.
    - (1) \$60,000.00 has been sent to the investment account.
    - (2) We are trying to hold back on some of the projects so that there will be funds available for the investment account.
  - c) Projects on hold are:
    - (1) Lincoln Landscape: (four (4)).

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- (2) B.P. Drainage: (two (2)). With an additional two (2) drainage projects that need to be looked at.
- (3) Mr. Handyman: Several items dealing with the exterior of the home.
- (4) Rick Earnhardt: Various roof repairs.

- d) Some of these items are an unknown cost at this time.
- e) The BOD will try to get to these before the end of the year weather, etc. permitting.

3. Approach to drainage:

- a) Our approach is to do the best we can without having to spend large sums of money.
- b) We try solve 60% to 70% of the problem and see if that solves the problem. If not, we have to go back again to solve the problem.
- c) Sometimes, we have to go back and rework some drainage areas due to unforeseen issues.

**B. C. Dubac, Vice-President:**

**C. C. Hendricks, Treasurer:**

- 1. Regarding the monthly dues, we review every week in our working meeting. If you or a neighbor you know is having any kind of problem handling their dues because of illness, a death in the family, or financial difficulties please let us know so we can work with you.

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

- 1. We are overdue with our HUD age verification process that requires, regardless of any documentation we have supplied in the past, every 2 years the age has to be verified. This allows us to remain a HUD age-specific community.
- 2. We will be staging times when we can update this over the next couple of months.
  - i) This requires that everyone submit a driver's license or another form of government documentation.
- 3. We are behind in updating the website. Mainly, due to David Kelly being ill.

**E. M. Barnes, Recording Secretary:**

**10. RESIDENTS COMMENTS/Q & A:**

**A. Susie Williams, 8891 Sweet Cherry Ln.**

- 1. *Question:* This is in regard to drainage at my home. I wanted to see if the landscapers could change the way the mow by changing direction. Mow across the grass or at an angle vs. down lengthwise?
  - a) *BOD Answer:* Yes, the landscapers cut in the same direction each time and use heavy equipment, which can create ruts in the ground. The only solution is to have all of the smaller areas mowed with a push mower. The problem with that is that it will create a huge increase in the HOA's cost for landscaping, which would increase our assessments.
- 2. *Question:* Will the drainage project correct the problem?
  - a) *BOD Answer:* There are two (2) ways to correct the drainage issues you have been experiencing.
    - (1) The least expensive method of controlling the drainage issue is to put in an edge guard to prevent the mulch from getting out into the grass. The more expensive method is to put larger drainage tubes in the ground where the gutters would drain directly into.

**B. Jim Mercier, 8231 Rainier Dr.**

- 1. *Question:* The BOD has approved policies and procedures and schedules in working meetings. How is the Association supposed to know when new policies and procedures and schedules are approved and when updates have been approved? The working meeting minutes are not released to the association.
  - a) *BOD Answer:* The BOD held an Open Forum Meeting to discuss the Rental Policy and Procedure, the Violation Compliance and Enforcement Procedure and the Fees & Fines Schedule. When they were

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all approved, they were uploaded to the website. What can be done is to send out an email to the community once they are approved and go into effect. The email will list the major points of the updates and let the community know they are available on the website.

2. *Question:* If you pass a resolution at a working meeting, you will not be submitting a Resolution Without a Meeting Form?
  - a) *BOD Answer:* That is correct. It is not a requirement that everything we approve requires the Resolution Without a Meeting form because they were approved during a meeting. The only time we would have to issue a Resolution Without a Meeting Form is if the BOD approved an item via email or the phone. That is why we are now using a list of all of the items approved as an attachment to the monthly meeting agenda.

**C. Debbie Dysart, 2333 Sylvia Ct.**

1. *Question:* The caulking (coping) around the pool appears to be in need of repair. Will this be done soon?
  - a) *BOD Answer:* Last year we had Lake Norman Pool come out and check the coping around the pool. Even though it looks broken at this time, there is no water getting behind it to the pool wall. They said that it was good, last year, and wouldn't need anything done for another two (2) years. We will have them back again next year (2026) to recheck it. We will repair then, if needed. It is a very expensive task.

**D. Jim Valenti, 2256 Early Robin Dr.**

1. *Question:* Using Mr. Handyman as an example, is there anyway to negotiate some of the prices on some of these project?
  - a) *BOD Answer:* Yes there is. Karry Brockman does a great job negotiating prices with all of our contractors. We have some great contractors that work well with us and have done great work, and we do negotiate with them. We are given estimates for each project we do prior to approval.
  - b) *BOD Answer:* On major contracts, i.e., landscaping, we get three (3) and four (4) bids.

**E. Linda Wall, 2257 Early Robin Dr.,**

1. *Question:* The cost for painting one side of a door is \$519 per door. Isn't this excessive?
  - a) *BOD Answer:* Keep in mind that now days it costs \$100.00 to \$150.00 just to come to the site. There was a lot of time prior to the painting of the doors trying to come up with the right paint color and the right procedure to apply the paint. We were not charged for that so all of that is a part of the cost per door.

**11. ADJOURNMENT:** M. Barnes/C. Hendricks: Adjourned the 3CW HOA BOD meeting August 12, 2025, at 10:23 AM in the 3CW Community Clubhouse.

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ATTACHMENT A**

**Old Business:**

1. Contractual Agreement with Mr. Handyman of Mooresville to install new lighting at the front entrance circle at a cost not to exceed \$1,800.00. **Completed.**
2. Contractual Agreement with Landmark Fences of Lake Norman to put a railing along the sidewalk on Royal Anne Dr. (west side) to prevent people from stepping down onto the drain at 2453 Royal Anne Dr. at a cost not to exceed \$1,350.00. **Completed.**
3. Contractual Agreement with Mr. Handyman of Mooresville to paint trim at 8359 Ulster Ct. at a cost not to exceed \$750.00. **Completed.**
4. Contractual agreement with Rick Earnhardt Builders to fix the roof that had buckled at 8244 Rainier Dr. at a cost not to exceed \$1,400.00. **Completed.**
5. Approved the purchase of roofing materials at a cost not to exceed \$2,630.00. **Completed.**
6. Contractual Agreement with Denver Plumbing Co. to repair a broken sewer line under Rainier Dr. at the front of the Storage Lot at a cost not to exceed \$3,600.00. **Completed.**

**New Business:**

1. Contractual Agreement with B. P. Drainage to repair the common area at 8330 North Star Ct. at a cost not to exceed \$3,650.00. **Completed.**
2. 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. **Oh hold.**
3. Contractual Agreement with B. P. Drainage to repair the asphalt at the end of Rainier Dr. in front of the Storage Lot where the sewer line was repaired at a cost not to exceed \$2,350.00. **Completed.**
4. Contractual agreement for Phase 2 Signage for 3 Cherry Way with Mr. Handyman of Mooresville to put in additional stop signs, speed limit signs and paint lines on pavement where required at a cost not to exceed \$6,783.00. **Ongoing.**
5. Contractual Agreement with Mr. Handyman of Mooresville to paint (9) front doors in the community for a cost not to exceed \$4,700.00. **Ongoing.**
6. Contractual Agreement with Mr. Handyman of Mooresville to paint and caulk trim at 2334 Sylvia Ct, 8901 Sweet Cherry Ln., 8891 Sweet Cherry Ln., 8722 Vandalay Dr. and 8899 Sweet Cherry Ln. at a cost not to exceed \$3,041.00. **Ongoing.**

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**ATTACHMENT A**

7. 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. **On hold.**
8. Contractual Agreement with B. P. Drainage to rework the area by 8348 Glacier Dr. at a cost not to exceed \$1,800.00. **On hold.**
9. Contractual Agreement with B. P. Drainage to repair the drainage issues at 8231 Rainier Dr., 8215 Rainier Dr. and 8128 Merchant Ct. for a cost not to exceed \$11,050.00. **On hold.**