

CAROLINA TRACE ASSOCIATION

www.carolinatrace.org

Minutes of CTA Board of Directors Meeting – March 5, 2024 (Zoom)

(approved at the April 2, 2024 Board Meeting)

DIRECTORS or ALTERNATES (# of voting lots*)

Eagles Nest (67)	Jennifer Williams	Highland Woods (45)	Tom King or Chuck Popke	South Landing (138)	Joe Zanga
Golf East (82)	David Hardman	Lakewood (54)	Charles Wick	Southwind (152)	Billy Wicker
Golf North (139)	Mary Wild (alt)	Laurel Thicket (242)	Dottie Gilbert	Stonegate (45)	absent
Golf West (44)	Don Berger (alt)	Mallard Cove (197)	Greg Burke	Village at Trace (36)	Tom Boerger
Harbor Creek (154)	Cheryl Crist	North Shore (311)	Bill Glance	Woodfield (66)	Elaine Bednarcik
Hidden Lake (235)	Ken Harden	Sedgemoor (170)	Tom Hanley	Woodmere/Trentwood (227)	George Orlovsky

*voting lots updated on Feb 6, 2024 as per 2023 census information provided by POA Treasurers

OFFICERS

President and Chair of the Executive Committee	Kate Woods
Vice President and Chair of the Security and Safety Committee	Joe Zanga
Treasurer and Chair of the Finance Committee Assistant Treasurer	Randi Constant Larry Stiegler (absent)
Secretary	Sharon Sheldon

COMMITTEE CHAIRS, GUESTS

Chief Meyers (CTVFD)	Michael Bohn (guest, NSPOA)	Jeff Wennberg (guest, LWPOA)
Shawn Draper (TRAM committee)	Vince Roy (Utilities)	Bill Huggins (TLDC)
	Ernie Violon (guest, NSPOA)	

Total Attendance: 27, 17 of 18 POAs (Quorum = 2/3 directors (i.e., 12 POAs), and any affirmative vote on routine matters must represent a majority of directors present as well as 51% of *all* POA lots in good standing as per the 2023 census)

CALL TO ORDER - Having noted the presence of a quorum by the Secretary, the President called the meeting to order 7:01 p.m.

APPROVAL OF MINUTES – The minutes of the February 6, 2024 meeting were presented and having no corrections or edits, were approved by unanimous consent.

GROUPS (*Directors can send questions to the CTA Secretary for absent committee members*)

CTCC – Kate Woods, Director, F&B

- AJGA Tournament, March 21-24; CT residents traditionally house volunteers. CT residents Phil and Eileen Edward are coordinating that process. It is confirmed that Charlie Woods, son of Tiger Woods, will participate in this tournament and as a result, security will be a bit tighter than normal.
- Confirmed that visitors to the club are reminded their only access is through the main gates at 51 Traceway South.

UTILITY REPORT – Vince Roy

- Utilities volunteer Jeff Wennberg put together a rate increase chart through 2025 that was presented to the Board. Chlorine is also added to the water supply every year during the month of March, so water might have a different smell but is safe for consumption.

CT FIRE DEPARTMENT - Chief Chris Meyers (written report submitted)

- Confirmed that CTVFD never leaves hydrants open or unattended.

PRESIDENT’S REMARKS - Kate Woods (written report submitted)

- Please review topics for March 15 CAI-NC “law day” so CTA leadership can participate
- Professional Management Search
 - CTA Executive Committee sent out RFPs and received two positive responses. Both companies (Elite Management, CAS) visited and toured the community with members of the Executive Committee. Both companies manage gated golf communities; one has 500+ homes, the other 1500+ homes. The driver for this is to relieve the volunteers who are saddled with running many aspects of CT, such as overseeing the ongoing problems with unmanned gates; securing bids for financial audits, road work and other infrastructure repairs, responding to POA and resident inquiries and complaints, providing for continuity in policies and recordkeeping, etc. The EC recommends these next steps:
 - Host informational meetings for the CTA Board with both candidates, allowing for a presentation and a Q&A. The Board will be updated in the coming days; these meetings will occur closer to the end of March.
 - Board discussion as to the funding; treasurer explained this is possible based on the a la carte nature of these firms (and CTA is not itself an HOA/POA so does not need full-time, onsite management). In-depth analysis will occur once bottom line proposals are received.
- The Board was informed of the resignation of the president, Kate Woods. The preferred effective date is March 31, 2024, but Kate will stay on as needed over the next month or so, and will be of counsel to the executive committee if required as per the bylaws. Vice-president Joe Zanga will serve in the interim if necessary. Kate will reach out to the 2024 nominating committee to seek their help in

securing candidates. The Board thanked Kate for her 11 years of service to CTA, and her fifth year as part of the executive committee.

FINANCIAL REPORT – Randi Constant (written reports and statements submitted)

- Treasurer added that professional management will go a long way toward keeping consistent practices for financials.

SECRETARY - Sharon Sheldon (written report submitted)

- Reminder that Conflict of Interest forms signed by each Board member are now due.

COMMITTEE REPORTS

- **SECURITY & SAFETY (S&S)** – Joe Zanga, Chair (written report submitted)
 - Will work with the CTA secretary to get information out to POAs regarding upgrade to Gate Sentry e-pass system for guests. Project manager for system is Jody Jackett.
 - E-sticker pricing wasn't updated as of January 1, 2024; that is being fixed in the point-of-sale (POS) system at the gatehouse.
 - E-sticker sales needed better controls in place, so S&S reinstated the previous policy of having only the SPA site supervisor administer the sales. Effective immediately, sales are M-F, 7 a.m. -1 p.m. and payment is via the POS system only (credit /debit card).
- **TRACEWAY ROADS AND MAINTENANCE (TRAM)** – Shawn Draper, Chair (written report submitted)
 - Update to written report – all trees are now planted on Traceway North. Shawn confirmed that an additional six Bradford/Callery pear trees further up on Traceway North will be removed at a future date.
 - Weather permitting, bridge work should be done in the next few days and overlays to asphalt completed in the next week.
 - Concerns about plans for crusher run during a large golf tournament hosted at CTCC; Shawn will get with contractor.
 - HLPOA reports downed trees along Traceway South; Shawn will review the area to determine if POA issue or CTA issue; reminder that CTA has no authority over any POA.
- **TRACE LAKE AND DAM COMMITTEE (TLDC)** – Bill Huggins, Chair (written report submitted)
 - Shared the bathymetric study with Escalante so they can review the effectiveness of their hydrilla treatment. Board member stressed hydrilla treatment needs to be more proactive. Hydrilla sightings once lake levels return should be reported to Bill Huggins (tldcchair@gmail.com).

OLD BUSINESS

- **Update to *ad hocs***; Board members are asked to poll community because volunteer members are needed:

- **CTA By-laws Review**, Joe Zanga, Chair
 - This committee is looking for an attorney in the CT community who can donate a few hours to reviewing bylaw language.
- **Community Communications Improvement**
 - Jeff Wennberg, Chair
- **Long Range Planning Committee**
 - Ernie Violon, Chair – next meeting is March 26, 10 a.m.; open meeting. To attend, contact reviolon1@gmail.com

NEW BUSINESS

- Email request for holiday decoration donation for entrances was discussed. LWPOA motion, seconded by WFPOA, to allow \$1,000 for this purpose, to come from TRAM budget. Vote carried 10 POAs in favor, five dissenting. TRAM chair will be advised and asked to weigh in at the April 2 meeting if this is a concern.

CALENDAR

- **Next CTA Meeting** – April 2, 2024, 7 p.m., via Zoom
- **CERT Events Open to CT residents:**
 - **March 8, 9, 10 - Ham Cram** to help people get a Technician (entry level) ham radio license. Contact Penny Turner.
 - **March 19 at 6 PM at the Carolina Trace Fire Department: You Are the Help Until Help Arrives** – this program was developed by FEMA and partners to train people in the skills needed to provide lifesaving care before the arrival of professional first responders.
 - **April 16 at 6 PM at the Carolina Trace Fire Department: Baptists on Mission Disaster Response** – learn about the vast disaster relief capabilities of the Baptists on Mission after a disaster and during recovery.
 - **April 19, 20, 26 & 27 at the Emergency Services Training Center: CERT Basic Course** – a 21-hour course over 2 weekends (Friday night & Saturday) to teach people the basics of disaster preparedness and response. CERT is about neighbors helping neighbors and doing the most good for the most people in disaster situations.

ADJOURNMENT – Having no further business to discuss, there was a motion to adjourn by NSPOA, seconded by LWPOA, unanimously approved. The meeting was adjourned by the president at 8:53 p.m.

Respectfully submitted,

Sharon Sheldon, Secretary
Carolina Trace Association

REPORTS AND OTHER ATTACHMENTS

- CTVFD Report
- Utilities (CWS increase analysis)
- President's Remarks
- Financial Reports
- Communications Report
- Security & Safety Report

- TRAM Report
- TLDC Report
- Email request for holiday decorations for entrances

CAROLINA TRACE FIRE DEPARTMENT

37a Indian Trail, Sanford, North Carolina 27332 | ph: (919) 499-5811 | fax: (919) 499-1847

3/5/2024 Fire Chiefs Report

Incident Response:

- Total incidents YTD: 32
- Incidents in February 2024:15

Incidents by type:

- Automatic Aid: 13
- Motor Vehicle Accidents: 6
- Assist EMS: 4
- Public Assist: 2
- Structure fire: 2
- Fire Alarm: 1
- Investigation: 2
- Landing Zone: 1
- Haz. Mat.: 1

Projects of Note:

- Junior Firefighter Program: Our junior program is for 16- & 17-year-olds. The Junior firefighter program allows teenagers to learn and get real world experience in fire and emergency services. Juniors can take the same classes as the other firefighters, and they can even receive certifications that can give them a head start on a possible career. For More information, please contact Chief Meyers at (919) 499-5811.
- Address signs: Anyone interested in purchasing an address sign can call or email the fire station. Signs are \$20 or \$25 if you would like us to put it up for you. Any POA that would like to purchase signs in bulk (15 or more) can contact us for discounted pricing.
- We are in the final stages of developing a strategic plan for the Carolina Trace Volunteer Fire Department.
- The 2024-2025 Budget proposal is being developed and will be submitted to the county by March 31. The public hearing for our budget proposal will be held at the fire station on Tuesday March 12th at 7pm.

Community Risk Reduction:

- Smoke detectors: We provide battery operated smoke detectors for homes that do not have them. We will also assist in changing the batteries in smoke detectors if needed. We do not replace hard wired detectors.

Carolina Water Service Rate Analysis for Residents of Carolina Trace

CWS Residential Rates 2023-2025	4/26/23-3/31/24 (current)	4/1/24-3/31/25	4/1/25-?
WATER			
Base Charge (no use)	\$27.49	\$29.02	\$29.67
Usage Rate/1000 gal (<1" meter)	\$2.21	\$2.21	\$2.21
SEWER			
Base Charge (no use)	\$49.36	\$50.67	\$54.67
Usage Rate/1000 gal (<1" meter)	\$14.94	\$15.32	\$16.52

MONTHLY CHARGES BY USE VOLUME

1500 gal/month

water

sewer

Total

3000 gal/month (CTA avg)

water

sewer

Total

5000 gal/month

water

sewer

Total

Percent Increase year-to-year

Percent Increase cumulative

	4/26/23-3/31/24 (current)	4/1/24-3/31/25	4/1/25-?
	\$30.81	\$32.34	\$32.99
	\$71.77	\$73.65	\$79.45
	<u>\$102.58</u>	<u>\$105.99</u>	<u>\$112.44</u>
	\$34.12	\$35.65	\$36.30
	\$94.18	\$96.63	\$104.23
	<u>\$128.30</u>	<u>\$132.28</u>	<u>\$140.53</u>
	\$38.54	\$40.07	\$40.72
	\$124.06	\$127.27	\$137.27
	<u>\$162.60</u>	<u>\$167.34</u>	<u>\$177.99</u>
	12.6%	2.9%	6.4%
	12.6%	15.9%	23.3%

President's Remarks – March 5, 2024:

CAI-NC Law Day is coming up on Friday, March 15 - This is, in my opinion, one of the most valuable things our CAI membership gives us access to. In pre-covid years, our board would send multiple people to what used to be an in-person, all-day conference filled with seminars related to HOA law. It is now virtual, and we have the ability to attend 4 separate seminars, with the option to purchase access to more at the conclusion of the event via their on-demand learning library. I think it is vital that we have an Executive Committee member watch and take notes on the 4 subjects we feel CTA and POA board members would most benefit from. Topics are attached to this report; please review with your boards and advise Sharon @ CTAsecTR@gmail.com on those that would most benefit your Board.

Job Bank Follow Up from February – The secretary reports no response in our call to edits for the proposed volunteer job bank that was distributed with the president's remarks in February. Please send edits to Sharon @ CTAsecTR@gmail.com by no later than Tuesday, March 19, so we can publicize the document. A copy is appended to this report for your convenience.

Professional Management Exploration - I am excited to announce that the Executive Committee has made big headway into our investigation of professional management and how it could best benefit CTA. We have two companies that we have met with and taken around Trace so they could experience our neighborhood first-hand. We feel it is time for the next step in the process: for you as the Board of Directors to hear the proposals from each company yourselves, via Zoom.

CTA will host a Zoom call with each of the candidate companies later in the month. The executive committee will share proposals and company data with CTA directors in advance of the Zoom meetings so you'll have a chance to formulate questions. Vice president Joe Zanga will take the lead in organizing the meetings and calls. Please make every effort to be on these calls or to utilize your alternate director so every POA has a voice.

Memorial Day Observation (May 27) – Volunteers Needed! Once again we are asking the community to restore the Carolina Trace tradition of honoring those who made the ultimate sacrifice in service to our nation. We have copies of materials and programs used in the past to aid volunteers. This is a short (30 minute) program hosted at CTCC's flag circle early on the morning of Memorial Day.

Kate Woods, President



COMMUNITY ASSOCIATION LAW DAY 2024

SESSION DESCRIPTIONS

Recent North Carolina Case Law and Industry Trends

North Carolina has seen several important appellate cases in the last year and the trend will likely continue for the foreseeable future with potential sweeping legislative changes on the horizon. Case law impacts community associations in direct and indirect ways. Important case directly impacts community associations because they often change the law and what associations must do (or not do). They can also be highly instructive and help boards and managers change what they do and how they operate on a day-to-day basis.

This session will look at some of the most important North Carolina cases over the last year or so, including cases on amending, pre-requisites, and other hurdles to filing a lawsuit, reallocating maintenance duties, differences between ordinary maintenance and casualty claims, and solar. We will also review selected cases regionally and nationally, including cases on fair housing, single family use and business restrictions, and committee member liability, with the goal of more clearly identifying legal trends that may impact North Carolina.

The Corporate Transparency Act: A Crash Course

This session will explore the history and Purpose of Corporate Transparency Act (CAT) and how it affects HOAs and their Boards. We will also discuss the necessary filing information for HOAs and Beneficial Owners and the Time constraints and other details around filing of information with FinCEN.

Additionally, we will discuss how CTA affects management companies and share advice to management companies on FinCEN Identification numbers, Certification of Information, and keeping beneficial ownership information relevant if they file for HOAs.

An HOA is Born: Guidance for Managers and Directors for New HOAs and Gotchas During Developer Transitions

Many of the subdivisions formed at the height of the housing boom from 2020-2023 are recently transitioned from the developer to the members, or they are about to transition. Managers and owners need to be prepared for the transition, and this presentation will provide a toolbox to help ensure the smoothest transition possible and provides the typical “gotchas” and how to avoid them.

You Won't Change Them: How You Can Work with Difficult People!

Practical approaches to effectively dealing with specific types of difficult people and disputes through real life examples including Owner v. Owner, Board Member v. Owner, Board Member v. Board Member, Association v. Owner, Association v. Board Member/Officer and Owner v. Manager.

Amendments Restricting Rentals: A Primer and Update

Rental restriction amendments have been a hot topic over the last few years. Whether the desire is to limit short term rentals (VRBO, AirBNB, etc), corporate rentals, or limiting the number of rentals in a community, community associations that attempt these amendments are frequently met with opposition from various angles. Attendees will take away a better understanding of the process for such amendments, how to best minimize challenges, and what to expect in the future.

Navigating the Homefront: A Guide to Handling Violations in Associations

In effectively managing violations within community associations, it is crucial to establish transparent communication channels, ensuring residents are well-informed about governing documents and community guidelines. Navigating the violation process requires a clear understanding of each step, coupled with enforcement policies that guarantee consistency and proportionality in actions taken.

We'll explain the process under 47F and 47C in a step-by-step manner, understanding alternative resolution strategies.

Federal and State Laws that Directly Impact Your Ability to Enforce Non-Assessment Related Covenants

This session will cover all the case law and statutes which directly impact your ability to enforce certain covenants and use restrictions. Restrictive covenants come in a full range of ages and types of developments. Some severely restrict the use of your land, or at least profess to do so. There are at least a half dozen statutes, however, that may directly impact your ability to enforce certain types of covenants.

Household pets, Satellite dishes, irrigation, flags, signs, group homes and use restrictions which purport to curtail such things may or may not be enforceable depending on the date of the restriction and the actual language in the restriction. Know the specific statutes and case law which have a direct and immediate impact on these use restrictions.

Won't You Be My Neighbor? Or Not...Land Use Changes and Issues

You have moved into a quiet and serene community, but you just found out that the tract of land adjacent to the Association is set to be developed. As Sam Cooke said, "A change is gonna come." The question for Associations, board members, and managers is can and should they care? This presentation will focus on appropriate objections and when they may be warranted, as well as whether the development is opposed by everyone or if dissent is just a product of certain NIMBYs (Not In My Back Yard).

We will look at some real-life examples of rezoning cases and attendees will get to decide whether they believe the land use change is appropriate. Attendees will also learn about common issues that may face neighboring communities, such as water runoff and pond maintenance. Then there are cases where an Association would just assume that the new development become a part of their existing community through Annexation.

There will be discussion on whether Annexation is the appropriate solution for soothing some of the fears and concerns about the development of adjacent property. Finally, what happens when DOT enters the picture through condemnation? If you thought your community would never change...guess what? A change is gonna come!

Residents with Unique Needs: How to Deal with Mentally Unstable, Criminal or Cognitively Impaired Members and Residents

In many cases, the HOA Board is the last line of defense between problem residents, whether they be mentally impaired or criminally dangerous, and neighbors and other members of the Association. In light of the recent Apex murders of HOA Board members, this presentation will take real life case studies and discuss what the Association Board did or could have done to resolve or alleviate the threat or bring peace to the neighborhood. Additionally, we will discuss dealing with elderly residents who may need assistance, focusing on the Association's responsibility and liability in such situations.

The Basics of Community Association Operation and Governance

Proper community association governance and operation cannot happen without a solid foundation and understanding. In this seminar, we will explore:

- the hierarchy of law and legal documents
- fundamental responsibilities of the Directors and Manager
- best practices for communication between Directors, with Members, and with the Manager/legal counsel
- basics of meetings, minutes and record keeping, tips for managing Members and Members' expectations
- tips and other tricks to limit conflicts and foster a happy community.

Avoiding the Villain Label: Best Practices for Lien and Foreclosure in Handling Collections

Anyone else feel like our industry has a target painted on its back? This session will explore managing delinquencies before the foreclosure decision and the necessary board discussion/documentation of foreclosure decisions. We will share strategies for when to foreclose, when to sell the property and when to compromise, including building a bullet-proof case if challenged in court.

Additionally, we will provide some creative strategies for resolution with engaged owners and how to address post-sale issues including eviction, disposal of personal property and Association taking title after sale.

To (Self) Insure or Not To (Self) Insure: Hedging Your Bets and Financially Planning for That Rainy Day

The presentation will introduce the concept of self-insurance in the context of community associations.

- Why self-insuring – bracing for the folding property insurance market
- Statutory requirements for insurance for community associations
- Governing document requirements for insurance for community associations
- Making the move to a self-insuring model – legal considerations
- Making the move to a self-insuring model – financial and practical considerations
- Potential benefits of self-insuring

CTA Job Bank – Volunteers Supporting Volunteers

Draft document 1/30/2024

Note: *The impetus behind this list is to document much of what is already being done by volunteers within Carolina Trace, and what would ideally be needed to make it a better run volunteer organization.*

Administrative:

- Damage/Claims Representative:
 - o Helps CTA retrieve funds to repair or replace damaged property. Scope is from receiving proof of property damage, working with appropriate authorities (anywhere from resident to LCSO to insurance companies); receive repair estimate from volunteer, follow through on receiving compensation back to CTA.
- 2024 Guest Pass System Support:
 - o Help Security & Safety committee with implementation of new guest pass system
 - o **Suggest one person from EACH POA be assigned this duty by their respective boards**

Community Beautification and Landscape Oversight:

- Work with CTA's landscaping contractor to make sure work contracted is completed as requested.
- Holiday decoration group – organize volunteers to decorate entrances for holidays (Thanksgiving through New Years)

Community Volunteer Coordinator:

- Oversee local high schoolers who volunteer as part of community service requirement for high school; consult with various CTA committees to come up with project lists. Communicate with local schools with regard to CTA opportunities.

Community Unity Coordinator:

- Recruit volunteer for community observances: Memorial Day, Independence Day, etc.

Consultancies:

- Use expertise to be of counsel and help provide due diligence points to committees who oversee bids such as:
 - o roadwork, bridge work, culvert work, drainage, traffic calming
 - o gate repairs and security/community access designs
 - o mechanical contractors
 - o insurance and legal

Eyes and Ears in the Community:

- A new concept; looking for volunteers who lives in close proximity to hot spots in CT who can be counted on to advise on the following:
 - o State of Traceway (north or south, as applies)
 - during heavy rain storms, high winds, or other weather-related crisis
 - observe any issues with road damage (cracks, holes, etc.) and report to TRAM as needed

- Gates (Main Entrance – visitor and resident, North Gate, South Gate)
 - Confirm gates are working as intended; report any issues to S/S committee liaison
 - Be trained to manually lock or open gates should the need arise

Hands-on Work/General Upkeep:

- Note that such jobs are “at your own risk;” CTA/POA insurance does not cover volunteers
- Painting (exterior: bridges, guardrails, gatehouse trim, sign posts, message centers upkeep, fence around garbage cans at gatehouse, etc., interior painting at gatehouse)
- Power washing: gatehouse exterior needs to be washed at least quarterly
- Sun shields at front of gatehouse – window film needs to be installed to keep sun from beating in on gatehouse staff
- Replacement of sun shade over back door; allows employees to step outside and smoke under cover (old one has rotted and needs replaced)
- Cleaning/supplies contractor for Gatehouse – oversee cleaning of gatehouse by contractor; consult with supplies used by gatehouse but purchased by CTA

Project Manager:

- Guest pass system, troubleshooting and implementation

Finance Update February 2024

- 1) Audit/Balance Sheet Project
 - a. Former Treasurer Dave Turner calculated assets through 2017 to construct balance sheet
 - b. Combed through all payments/checks from January 2018 and highlighted potential additional assets
 - c. Next step is to work with Dave Turner and Tom Boerger to create a 2022 and 2023 balance sheet for official audit
- 2) New Horizon Bank Account
 - a. Discovered that there were additional outstanding credit cards for former CTA volunteers on account that needed to be closed. We now only have 2 open credit cards.
 - b. Adjusted credit availability so that the President's credit card has a higher sufficient limit for any large purchases
- 3) Fidelity
 - a. An overflow working capital account was set up to maintain the First Horizon exposure to be within the \$250k FDIC protection. This will allow the reserves to remain separate and not to co-mingle funds.
 - b. Linked new account with First Horizon account so that the working capital accounts can be easily moved between accounts.
 - c. In process of adding check writing to Fidelity Working Capital Account in event of physical check needed
- 4) Insurance
 - a. Insurance bill of \$35,253.97 was paid for property: general liability, director's and officer's policy, crime policy, workers compensation policy and umbrella policy
 - b. POAs were sent their allocation bills for insurance

Profit and Loss - YTD

Carolina Trace Association Profit and Loss Comparison January 1 - February 28, 2024

	Total	
	Jan 1 - Feb 28, 2024	Jan - Feb, 2023 (PY)
Income		
Income		
Assessments POA	176,015.50	188,572.25
E- Sticker Taxable		
E-Sticker - Cont/Vendr		120.00
Total E- Sticker Taxable	\$ 0.00	\$ 120.00
E-Sticker - Residents Non Txbl	989.40	3,262.50
Interest Income	3,337.58	69.24
Other Income		1,500.00
Total Income	\$ 180,342.48	\$ 193,523.99
Total Income	\$ 180,342.48	\$ 193,523.99
Gross Profit	\$ 180,342.48	\$ 193,523.99
Expenses		
Operating Expenses		
General Admin Expenses	27.50	
66910 Bank Service Charges		25.00
Board Training	305.00	
Income Tax		29.95
Insurance		34,616.82
Miscellaneous Expenses	74.52	
Printing/Postage	10.33	
Trash/Waste Disposal Fees		250.00
Web Presence	237.60	237.60
Total General Admin Expenses	\$ 654.95	\$ 35,159.37
Long Range Planning		
Bridge(s) Inspection/Repairs		15,000.00
Gate(s) Maintenance and Repair	2,373.26	1,565.00
General Contract Labor	1,085.00	
Large Truck Parking Pad		6,500.00
Major Road/Bridge Main/Repair (deleted)		49,655.00
Sign Island Erosion Control		25,000.00
Total Long Range Planning	\$ 3,458.26	\$ 97,720.00
Roads & Grounds		
Drainage Maintenance & Repair		13,700.00
Landscaping/Beautification	3,789.55	128.39
Mowing & Weed Control		3,667.00
RoutinRoad Maintenance & Repair		6,040.76
Tree Trimming/Removal/Pruning		1,300.00
Total Roads & Grounds	\$ 3,789.55	\$ 24,836.15
Safety & Security	11,398.83	
CERT Supplies	580.63	29.98
Computers	1,964.31	
Contracted IT Support		1,616.99
E-Sticker Purchase	518.45	3,051.43
Gate / Gatehouse Maintenance	11,299.09	500.00
Gate House Supplies	104.86	1,388.39
Security Camera/Recorder	1,440.17	275.25
Security Contract		60,050.30
Utilities		
Utilities - Not Internet& Video		
Electricity	2,519.76	

Electricity 1621			931.97
Electricity 6357			137.37
Electricity 9609			64.06
Electricity 9633			153.79
Electricity 9837			1,625.61
Water & Sewer		144.16	177.12
Total Utilities - Not Internet& Video	\$	2,663.92	\$ 3,089.92
Utilities Internet & Video			
Internet - MG		692.88	335.94
Internet - NG			279.94
Internet- SG			269.94
Telephone		70.00	
Total Utilities Internet & Video	\$	762.88	\$ 885.82
Total Utilities	\$	3,426.80	\$ 3,975.74
Total Safety & Security	\$	30,733.14	\$ 70,888.08
Total Operating Expenses	\$	38,635.90	\$ 228,603.60
Unapplied Cash Bill Payment Expense			3.00
Total Expenses	\$	38,635.90	\$ 228,606.60
Net Operating Income	\$	141,706.58	-\$ 35,082.61
Net Income	\$	141,706.58	-\$ 35,082.61

Wednesday, Feb 28, 2024 08:15:38 AM GMT-8 - Cash Basis

Wednesday, Dec 27, 2023 05:11:54 PM GMT-8 - Cash Basis

Balance Sheet (CASH basis) - YTD

Reserve: \$ **565,131.09**

This Year (YTD)

**Carolina Trace Association
Balance Sheet
As of February 28, 2024**

	Total
ASSETS	
Current Assets	
Bank Accounts	
Fidelity - Operations ***4715	90,000.00
First Horizon - Main Checking ***9106	228,186.59
First Horizon - POS Square Inc ***1504	989.40
Reserves	
Fidelity Investments - Reserve ***5388	562,840.34
First Horizon - Emergency Reserve ***6807	2,290.75
Total Reserves	\$ 565,131.09
Total Bank Accounts	\$ 884,307.08
Accounts Receivable	
11000 Accounts Receivable	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
12000 Undeposited Funds	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 884,307.08
TOTAL ASSETS	\$ 884,307.08
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Ernie Violon(5180)	0.00
Kate Woods(2889)	3,766.82
Penny Turner(6741)	0.00
Total Credit Cards	\$ 3,766.82
Total Current Liabilities	\$ 3,766.82
Total Liabilities	\$ 3,766.82
Equity	
30000 Opening Balance Equity	0.00
Unrestricted Net Assets	738,833.68
Net Income	141,706.58
Total Equity	\$ 880,540.26
TOTAL LIABILITIES AND EQUITY	\$ 884,307.08

Wednesday, Feb 28, 2024 08:10:58 AM GMT-8 - Cash Basis

Reserve: \$ **511,863.51**

31-Dec- Last Year

**Carolina Trace Association
Balance Sheet
As of December 31, 2023**

	Total
ASSETS	
Current Assets	
Bank Accounts	
First Horizon - Main Checking ***9106	216,700.87
First Horizon - POS Square Inc ***1504	11,561.90
Reserves	
Fidelity Investments - Reserve ***5388	450,753.87
First Horizon - Emergency Reserve ***6807	61,109.64
Total Reserves	\$ 511,863.51
Total Bank Accounts	\$ 740,126.28
Accounts Receivable	
11000 Accounts Receivable	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
12000 Undeposited Funds	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 740,126.28
TOTAL ASSETS	\$ 740,126.28
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Ernie Violon(5180)	0.00
Kate Woods(2889)	1,292.60
Penny Turner(6741)	0.00
Total Credit Cards	\$ 1,292.60
Total Current Liabilities	\$ 1,292.60
Total Liabilities	\$ 1,292.60
Equity	
30000 Opening Balance Equity	0.00
Unrestricted Net Assets	632,144.33
Net Income	106,689.35
Total Equity	\$ 738,833.68
TOTAL LIABILITIES AND EQUITY	\$ 740,126.28

Wednesday, Feb 28, 2024 08:12:31 AM GMT-8 - Cash Basis

2024 Dues	1/1/2024
------------------	-----------------

Home	\$ 408
Lot	\$ 168
Budget/Dues agreed	Oct meeting

Stated in Dollars for 2023	Total Obligations	Payments					Total
		Q1	Q2	Q3	Q4		
Eagle's Nest	\$ 22,111	\$ 5,527.75	\$ 5,527.75	\$ 5,527.75	\$ 5,527.75		\$ 22,111.00
Golf East	\$ 32,016	\$ 8,004.00	\$ 8,004.00	\$ 8,004.00	\$ 8,004.00		\$ 32,016.00
Golf North	\$ 45,092	\$ 11,273.00	\$ 11,273.00	\$ 11,273.00	\$ 11,273.00		\$ 45,092.00
Golf West	\$ 16,277	\$ 4,069.25	\$ 4,069.25	\$ 4,069.25	\$ 4,069.25		\$ 16,277.00
Harbor Creek	\$ 53,487	\$ 13,371.75	\$ 13,371.75	\$ 13,371.75	\$ 13,371.75		\$ 53,487.00
Hidden Lake	\$ 74,175	\$ 18,543.75	\$ 18,543.75	\$ 18,543.75	\$ 18,543.75		\$ 74,175.00
Highland Woods	\$ 15,800	\$ 3,950.00	\$ 3,950.00	\$ 3,950.00	\$ 3,950.00		\$ 15,800.00
Lakewood	\$ 19,147	\$ 4,786.75	\$ 4,786.75	\$ 4,786.75	\$ 4,786.75		\$ 19,147.00
Laurel Thicket	\$ 81,966	\$ 20,491.50	\$ 20,491.50	\$ 20,491.50	\$ 20,491.50		\$ 81,966.00
Mallard Cove	\$ 58,541	\$ 14,635.25	\$ 14,635.25	\$ 14,635.25	\$ 14,635.25		\$ 58,541.00
North Shore	\$ 109,758	\$ 27,439.50	\$ 27,439.50	\$ 27,439.50	\$ 27,439.50		\$ 109,758.00
Sedgemoor	\$ 53,280	\$ 13,320.00	\$ 13,320.00	\$ 13,320.00	\$ 13,320.00		\$ 53,280.00
South Landing	\$ 42,804	\$ 10,701.00	\$ 10,701.00	\$ 10,701.00	\$ 10,701.00		\$ 42,804.00
Southwind	\$ 50,256	\$ 12,564.00	\$ 12,564.00	\$ 12,564.00	\$ 12,564.00		\$ 50,256.00
Stonegate	\$ 16,705	\$ 4,176.25	\$ 4,176.25	\$ 4,176.25	\$ 4,176.25		\$ 16,705.00
Village at Trace	\$ 12,768	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00		\$ 12,768.00
Woodfield	\$ 25,038	\$ 6,259.50	\$ 6,259.50	\$ 6,259.50	\$ 6,259.50		\$ 25,038.00
Woodmere-Trentwood	\$ 81,426	\$ 20,356.50	\$ 20,356.50	\$ 20,356.50	\$ 20,356.50		\$ 81,426.00
Total	\$ 810,647	\$ 202,662	\$ 202,662	\$ 202,662	\$ 202,662		\$ 810,647

2024 Carolina Trace Association, Inc. - Budget: Final (10-3-23)

Budget Vs Actual	2023 Budget (new)	2024 Budget (new)	LINE #	2023 Budget	YTD 2023	2024 Budget	Notes
INCOME				INCOME			
POA Assessments	\$693,500	\$791,558	1	\$517,000	\$565,042	\$503,712	
Contractor Passes	\$12,420	\$15,525	2	\$12,420	\$7,912	\$15,525	Raise price to \$25 (from
E-Sticker Purchase	\$18,000	\$22,500	3	\$18,000	\$10,861	\$22,500	Raise price to \$25 (from
POA Property/Pool Insurance Payments	\$10,000	\$10,000	4	\$10,000	\$10,481	\$10,000	
Interest Inc	\$1,000	\$1,000	5	\$1,000	\$133	\$1,000	
Other Income	\$0	\$0	6	\$0	\$1,500	\$0	
			7	Total Operating Income	\$558,420	\$595,929	\$552,737
			8	Major Road & Bridge Maintenance (Reserve)	\$100,000	\$100,000	\$0
			9	Reserve Allocation	\$0	\$39,954	\$0
Part of POA assessments			10	Capital Budget Improvements	\$76,500	\$73,346	\$287,846
			11	Total CTA Infrastructure Improvements	\$176,500	\$213,300	\$287,846
TOTAL INCOME	\$734,920	\$840,583	12	TOTAL INCOME	\$734,920	\$809,229	\$840,583
OPERATING EXPENSES				OPERATING EXPENSES			
General Admin. Expenses				General Admin. Expenses			
Accounting Fees	\$6,500	\$6,500	13	Accounting Fees	\$6,500	\$0	\$6,500
Insurance	\$36,572	\$36,572	14	Insurance	\$36,572	\$34,967	\$36,572
Board Training	\$500	\$500	15	Board Training	\$500	\$0	\$500
Boat Ramp (annual)	\$5,000	\$5,000	16	Boat Ramp (annual)	\$5,000	\$0	\$5,000
Computer	\$500	\$500	17	Computer	\$500	\$0	\$500
E-Sticker Deposit Return	\$500	\$0	18	E-Sticker Deposit Return	\$500	\$100	\$0
Financial Charges	\$100	\$100	19	Financial Charges	\$100	\$25	\$100
Miscellaneous Expenses	\$400	\$400	20	Miscellaneous Expenses	\$400	\$0	\$400
Printing/Postage/Shipping	\$100	\$100	21	Printing/Postage/Shipping	\$100	\$0	\$100
Professional/Legal Fees	\$1,000	\$1,000	22	Professional/Legal Fees	\$1,000	\$122	\$1,000
Waste/Trash Disposal Fee	\$360	\$360	23	Waste/Trash Disposal Fee	\$360	\$315	\$360
Web Presence	\$120	\$370	24	Web Presence	\$120	\$238	\$370
Subtotal	\$51,652	\$51,402	25	Total Admin Expenses	\$51,652	\$35,767	\$51,402
Roads & Maintenance				Roads & Maintenance			
Drainage Maintenance & Repair	\$15,000	\$15,000	26	Drainage Maintenance & Repair	\$15,000	\$13,700	\$15,000
Landscaping/Beautification	\$15,630	\$15,630	27	Landscaping/Beautification	\$15,630	\$8,574	\$15,630
Mowing and Weed Control	\$44,000	\$44,000	28	Mowing and Weed Control	\$44,000	\$18,335	\$44,000
Routine Road Maintenance & Repair	\$22,000	\$30,000	29	Routine Road Maintenance & Repair	\$22,000	\$26,906	\$30,000
Storm Clean-up	\$8,280	\$8,280	30	Storm Clean-up	\$8,280	\$0	\$8,280
Tree trimming/removal/pruning	\$8,690	\$16,190	31	Tree trimming/removal/pruning	\$8,690	\$1,300	\$16,190
Roadside Trash	\$1,500	\$1,200	32	Roadside Trash	\$1,500	\$0	\$1,200
Subtotal	\$115,100	\$130,300	33	Total Roads & Grounds	\$115,100	\$68,815	\$130,300
Safety & Security				Safety & Security			
Security Contract	\$340,300	\$305,000	34	Security Contract	\$340,300	\$148,403	\$305,000
CERT Supplies	\$2,500	\$2,500	35	CERT Supplies	\$2,500	\$78	\$2,500
E-Stickers Purchase	\$8,000	\$9,000	36	E-Stickers Purchase	\$8,000	\$3,051	\$9,000
Gate Maintenance	\$10,000	\$5,000	37	Gate Maintenance	\$10,000	\$1,690	\$5,000
Automated Gate Passes	N/A	N/A	38	Automated Gate Passes		\$0	\$800/month will begin 13th month, or Janu
Gatehouse Supplies	\$3,000	\$3,000	39	Gatehouse Supplies	\$3,000	\$2,065	\$3,000
Security Cameras/Recorder	\$9,000	\$2,500	40	Security Cameras/Recorder	\$9,000	\$11,343	\$2,500
Contracted IT Support	\$3,200	\$3,200	41	Contracted IT Support	\$3,200	\$0	\$3,200
Utilities				Utilities			
Utilities/Non Internet	\$13,550	\$13,550	42	Utilities/Non Internet	\$13,550	\$9,948	\$13,550
Utilities/Internet and Video	\$10,000	\$10,000	43	Utilities/Internet and Video	\$10,000	\$2,559	\$10,000
			44	Total Utilities	\$23,550	\$12,507	\$23,550
Subtotal	\$399,550	\$353,750	45	Total Safety & Security	\$399,550	\$191,644	\$353,750
Long Range Planning (Capital)				Long Range Planning (Capital)			
Bridges(s) Inspection Repairs	\$15,000	\$20,000	46 - 1	Bridges(s) Inspection Repairs	\$15,000	\$15,000	\$20,000
Crusher Stone Runs (along roads, where required)	N/A	\$30,000	47 - 2	Crusher Stone Runs (along roads, where required)			\$30,000
Traceway Road (Asphalt Overlay)	N/A	\$150,000	48 - 3	Traceway Road (Asphalt Overlay)			\$150,000
Culvert Repair (Country Club Road/Entrance)	N/A	\$0	49 - 4	Culvert Repair (Country Club Road/Entrance)			\$0
Gatehouse System Hardware (Computers - '23)	N/A	\$50,000	50 - 5	Gatehouse System Hardware (Computers - '23)		\$5,804	\$50,000
Gatehouse Maintenance	\$6,500	\$22,846	51 - 6	Gatehouse Maintenance	\$6,500	\$1,042	\$22,846
Lake Trace Maintenance (annual)	\$5,000	\$5,000	52 - 7	Lake Trace Maintenance (annual)	\$5,000	\$0	\$5,000
Add General Contract Labor	N/A	\$10,000	53 - 8	Add General Contract Labor			\$10,000
Traceway Road Widening (as required) - C	\$20,000	\$0	54	Traceway Road Widening (as required) - C	\$20,000	\$20,000	\$0
Sign Island Erosion Control - C	\$25,000	\$0	55	Sign Island Erosion Control - C	\$25,000	\$25,000	\$0
Major Road & Bridge Maintenance (Reserve)	\$100,000	\$0	56	Major Road & Bridge Maintenance (Reserve)	\$100,000	\$100,000	\$0
Large Truck Parking Pad - C	\$5,000	\$0	57	Large Truck Parking Pad - C	\$5,000	\$6,500	\$0
	Move to reserves		58	Reserve Allocation	\$36,800	\$39,954	\$0
Subtotal	\$176,500	\$287,846	59	Total Long Range Planning	\$213,300	\$213,300	\$287,846
TOTAL EXPENDITURES	\$742,802.00	\$823,298.00					
GAIN/LOSS CTA OPERATIONS	(\$7,882.00)	\$17,285.00					
Reserve Allocation	\$36,800						Move to "Additions to emergency reserve"
Subtotal	\$36,800			Total "additions to Emergency Reserve"			
Balance	\$779,602.00			Total Operating Expense	\$566,302	\$566,302	\$535,452
				Long Range Planning (Capital)	\$0	\$213,300	\$0
				Total CTA Budget	\$566,302	\$779,602	\$535,452

Assessed Lots

Lot Assessment Type	2023 Budget 2023 Census Data		
	Unimproved	Improved	Total
Number of Assessed Lots	776	1,594	2,370
Assessment for Operations (6:1)	\$50.00	\$300.00	\$517,000
Assessment Long Range Planning (1:1)	\$90.00	\$90.00	\$213,300
Total Assessment	\$140.00	\$390.00	\$730,300
Assessment Increase for 2023			

2024 Budget 2023 Census Data		
Unimproved	Improved	Total
780	1,619	2,399
\$48.00	\$288.00	\$503,712
\$120.00	\$120.00	\$287,880
\$168.00	\$408.00	\$791,592
20%	5%	
Assessment Updated		

Reserve Funds

	Exp'd 12/25	Exp'd 12/24	Exp'd 12/23	Exp'd 12/22	Exp'd 12/21
Beginning (est)		\$814,558	\$638,640	\$508,000	
30110 - General Reserve (Roads, Bridges, etc.)		\$0	\$100,000	\$100,000	
Reserve Allocation		\$0	\$0	\$17,100	
Surplus Reserve (Income - Budget)		\$305,131	\$168,618	\$13,540	
Bradford Pear Tree Project: Board-Approved Funds			-\$25,800		
Bridge Repair Reserves Usage - '23			-\$66,900		
Total Reserves	\$0	\$1,119,689	\$814,558	\$638,640	\$508,000

CTA Communications/Secretary Report – March 2024

New/Deleted Resident Reports: February's new and deleted residents will be provided by no later than March 5, 2024. As a reminder, the URL for Lee County Real Estate Sales is https://leecountync.gov/departments/gis_strategic_services_/sales_data.php Results at the county level for any given month aren't available until about 30 days after a month ends. We trust this information will be of use for the POAs.

Conflict of Interest Form: The Board requires the annual review and completion of the conflict of interest policy for each CTA Director. This is being distributed at the March 5, 2024 board meeting. Please return the signed copy as soon as possible.

CAI-NC Membership: CTA is once again a member of Community Association Institute's NC Chapter. A calendar of events is at this link: https://www.cai-nc.org/events/event_list.asp If you are interested in attending any of the virtual or in-person events, please let me know. We will work on a preferred list of resources that will be available through their on-demand learning library. More to follow.

Updating of master communications list for 2024: The PDF form fill in to collect updated POA information for 2024 leadership and other changes is still pending from several POAs. Please remind your POA secretary to return this document to Sharon at ctasectr@gmail.com as soon as possible. **Records indicate the following POAs have not responded: Eagles Nest and Stonegate. *If your POA does not change leadership until later in the year; please report that to me so I can make a notation in the records.***

Onboarding/Orientation for Board members: The "Roberts Rules Cheat Sheets" as well as a copy of the CTA bylaws is now part of every meeting's resource documents. Additional onboarding documents will be added as they become available. This will include committee guidelines that match up with treasurer's guidelines.

2023 Annual Report: Communications did not get any offers for help in compiling the Annual Report, which is very disappointing. The issuance of an Annual Report is a bylaw requirement, and more should be interested in making sure this happens. As soon as the YE2023 financials are received, the draft report will be distributed to the Board for review.

POA Websites: The POAs that do not have a web presence are asked to reach out to the secretary for her assistance in creating a static page. This applies to the following POAs: *Eagles Nest, Lakewood and Stonegate.*

Sharon Sheldon
Secretary, CTA
CTA Communications Chair

CTA Security & Safety Committee Report

February 23, 2024

Attending: Greg Burke, Charles Holder, Tim Bloedorn, Penny Turner, Jody Jackett, Michael Bohn, Joe Zanga (Chair)

Called to Order 5:00 PM

1. Joe reported on North Gate repairs. Wrong size gate ordered and scheduled for return/replacement at slightly lower cost. Pick up Tuesday, 2/27. New, correct size to ship shortly.

2. Board approved at last meeting the purchase of a swing **arm** gate for North exit to provide redundancy for black swing gate. Usual vendor asking \$10 000+ for purchase plus \$1000+ for a longer than standard arm. In addition there will be unknown cost for electric wiring and activation device. Committee asked Joe to find a better price.

3&4. Gate Sentry, gate security enhancement, installation will be delayed by at least 1 month from present schedule to a preparatory start date of March 19. The system requires a Master List of PO contact information (Name(s), address, phone#, email address) which is only contained in POA records. CTA therefore needs to have POAs provide that information in order to allow POs to create their own gate passes (no need to call the Gate House), keep visitors on file, and other conveniences. We ask that POAs please provide this information ASAP. Jody is coordinating this project.

5. Greg has been meeting with SPA area supervisor, JR, and LT. Allie Thomas, weekly to work on improving Security. So far the staff have stabilized, more license checks are being done

(discovering a number of unlicensed drivers trying to enter), Gate Passes are also being checked and destination verified, and the resident gate more often being given correct preference. Unfortunately Staff continues to be verbally abused. This cannot continue and with, soon to be installed, new cameras and microphones, we will be able to better document inappropriate behavior.

6. A discussion was had re the multiple colors of Gate passes. It was decided to continue using the different colors at least until the new system is in place.

7. Penny has volunteered to do some overdue cleanup of the Gate House, with help from her fellow Committee Members and any others who might be able to do so. Her busy CERT report is appended. There was good attendance at the *Stop the Bleed* session last month. She and Jody are checking on our CTA Radio License (for emergencies) but won't renew if the radios themselves aren't in working order.

8. Mike was complimented on the new Flags at the entrance.

Meeting Adjourned at 6:01 PM

Next Meeting, Friday, March 22, at 5:00 PM

Respectfully submitted,

Joe Zanga

CERT Report for Safety & Security Committee for March 2024

1. March CERT training will be a presentation of the You Are the Help Until Help Arrives program that teaches how to provide life-saving care when you are first on the scene during an emergency. The Carolina Trace Community is invited to attend. Training will be at the Carolina Trace Fire Department on Tuesday, March 19 at 6 PM. Anyone wishing to attend can contact Penny Turner at leectynccert@gmail.com for more details.
2. CERT is planning to host a Ham Cram study session on March 8, 9 & 10 to help people obtain an entry level ham radio license. Contact Penny Turner to enroll in the class.
3. The next CERT Basic Course for people interested in joining the CERT team will be in April. The schedule is: Friday, April 19, 6-9 PM
Saturday, April 20, 8AM – 5 PM
Friday, April 26, 6-9 PM
Saturday, April 27, 8 AM – 4 PM
Contact Penny Turner if you are interested in attending.

Penny Turner

leectynccert@gmail.com

March 1, 2024

CTA TRAM Report from Shawn Draper, Chair 2024

I respectfully submit the following remarks as my report for the TRAM committee and its members to the CTA Board of Directors, March 1, 2024.

The following items have been prepared or completed for the month of March:

- Bridges repairs for both and north and south bridges are scheduled for early March with the lowering of the lake. Working with Escalante to manage the water level for the project.
- Lawn/landscaping contract updated
- Crusher run contract assigned – scheduled for March 18-29
- Drainage ditches contract assigned – in progress
- Committee members for the purpose of CTA insurance are as follows:
 - Chair: Shawn Draper
 - Immediate past chair: Ernie Violon
 - Tree: Rod Loss
 - Roads: Shawn Draper
 - Culverts: Jeff Wennberg
 - Landscaping: Shawn Draper
 - Volunteers: Ron and Deb Moeller
 - Trash pickup: Delmar Witt
 - Bridges: David Thomas
- Blvd trees project – a new planting plan in place for initial removal area, second removal area work in process based on availability at the nursery
 - Seventeen red bud trees planted on March 4-5
 - Five tulip magnolia trees planted March 7-8
- Sign Island weed trimming and debris removal has been completed by Deb and Ron Moeller. Landscaping plan outlined with assistance from the garden club members. More information to follow.
- Entrance shrub damage – landscaping plan outlined with assistance from the garden club members. Removal of damaged planting is completed. Insurance claim for damages submitted.
- 5 full loads of roadway debris removed by Deb and Ron Moeller.
- South side cemetery weed trimming and debris removal has been completed by Deb and Ron Moeller.

Please recognize the following members

- Deb and Ron Moeller for their continuing support of the activities of TRAM including weeding, trimming, debris and trash pickup and removal, and general maintenance.
- Ernie Violon, as immediate past chair, set a standard for accomplishing the tasks identified in the 2019 plan that is second to none.

Thank you for your consideration of these remarks and your support of the efforts of this committee.



Deb and Ron Moeller clearing weeds and cleaning Sign Island



Entranceway shrubs damaged during auto accident (BEFORE)



Entranceway cleared of damaged shrubs (AFTER)

Trace Lake and Dam Committee (“TLDC”) Report to CTA Board of Directors--February 28, 2024

TLDC Members: Bill Huggins (Chair), Greg Burke (CTA Board Member), Lee Amcher, Steve Bolstridge and Alan Mizrahi.

Bathymetric Study: As reported in our last report, TLDC commissioned a Bathymetric study of Lake Trace (in the fall of 2023) to determine sediment levels and vegetation (hydrilla and other water plants) levels. The study was done by the Aquatic Plant Management Program at NC State University (using TLDC budgeted funds). The report is attached---primarily for the information regarding the invasive plant growth in the lake (see Figure 3). Please note that TLDC has not yet met with the person who did the study to go over the results. We hope to have that meeting on March 6. So, we will have more information as to how to analyze the report after the meeting, especially as it relates to the sediment levels in the Lake.

Hydrilla Control: See attached Bathymetric study.

Dam work: Escalante’s engineering contractor has begun the work on the dam recommended by the North Carolina Division of Environmental Quality (“DEQ”) in October 2020—removal of dense brush and trees on the crest, toe and the upstream and downstream slopes of the dam. The temporary road from Cox Mill Rd to the south side of the dam is nearly complete. TLDC will monitor the progress of this project.

Contact with Escalante Regarding Lake and Dam Issues: TLDC Chair Bill Huggins had two meetings with Mr. Victor Rodarte of Escalante.

The first meeting was via Zoom.

- Mr Rodarte advised that Escalante was committed to the long-term health and proper maintenance of Lake Trace and the dam.
- Mr. Rodarte also advised that he was committed to ensuring that there would be regular communication between Escalante and CTA regarding the lake and the dam. In this regard, Mr. Rodarte said that once a new GM is hired for CTCC, he will make a point of attending a CTA meeting with the new GM to provide updates and answer questions. Mr. Rodarte anticipates hiring a new GM by the end of March so it is likely such a meeting could be held in April. TLDC will arrange such a meeting once the new GM is in place.
- I sent Mr. Rodarte the Bathymetric study for his use in having Escalante determine where the most need was for hydrilla treatments in 2024.

The second meeting was by telephone and primarily concerned issues related to the new access road to the dam.

- Mr. Rodarte advised that there will either be equipment or a gate at the Cox Mill entrance to prevent entry onto the road while work is ongoing. In addition, the road will have a barrier of some kind to prevent access once construction is over.
- The road is intended to be a temporary access road to the dam in order to do the necessary work on the dam. Escalante has no plans at this time to use the road after that work is done. As of now, the intent of Escalante is to let nature take back over the road when the work is done.
- Mr. Rodarte is not aware of any agreement to allow any other person or entity to use the road after the dam work is done.

Respectfully submitted,

Bill Huggins
TLDC Chair

Lake Trace Vegetation Survey Report

September 2023

Prepared By:

North Carolina State University

Aquatic Plant Management Program

Raleigh, NC 27607

Submitted To:

Alan Mizrahi

Carolina Trace Lake & Dam Committee

Introduction

Located in Sanford, North Carolina, Lake Trace is a 315-acre lake surrounded by a gated community known as Carolina Trace. Lake Trace was formed in the early 1970's after a dam was constructed along the Upper Little River. Carr Creek also feeds into the lake and has caused concerns related to sedimentation and reduced water quality. Lake Trace remains the centerpiece of the surrounding community and golf courses and has remained actively managed throughout the years. Access to the lake has been limited to residents only and gasoline powered engines are not permitted to maintain a quality lake and shoreline environment.

Recently, a non-native submersed aquatic plant species, hydrilla (*Hydrilla verticillata*), has become established in Lake Trace. Hydrilla is a federal noxious weed in the United States and has the potential to reduce access, navigation, and recreational opportunity for members of the Carolina Trace community. The primary objective for this vegetation survey was to identify and quantify regions of the lake where hydrilla has become established and also generate a bathymetry map. A secondary objective was to measure water quality parameters within the lake, focusing attention at Carr Creek and the southern portions of the lake.

Methods

Point-Intercept Survey

The lakewide aquatic vegetation survey of Lake Trace occurred on September 27th, 2023 following a boat-based point-intercept method coupled with echosounding (sonar) techniques. A total of 149 georeferenced points were sampled based on a 100 meter grid pattern (Figure 1). Upon arriving at each point, a double-sided rake was thrown to collect submersed vegetation.

Vegetation collected per rake was quantified using a species-specific relative density estimate from 0 to 4 based on rake coverage (**0**: not present, **1**: <25% or trace coverage, **2**: 50% or sparse coverage, **3**: 75% or moderate coverage, **4**: 100% or very dense). When applicable, the occurrence of floating and/or emergent shoreline species were documented at each point.

Echosounding (Sonar) Survey

In addition to the point-intercept rake samples, survey boats were equipped with high definition sonar units that have the ability to record plant biovolume (%), or plant height occupancy within the water column, along with lake depths along the surveyed track. Sonar data collected during this survey were uploaded to BioBase C-Map, a cloud-based processing service, to extract bathymetry estimates and submersed plant biovolume from the sampled tracks. The processed sonar logs were then exported as tabular data and post-processed in ArcGIS Pro (v. 3.0.3) for mapping and analytics.

Water Quality Survey

Water quality parameters (temperature, pH, conductivity, Chlorophyll *a*, and dissolved oxygen) were measured using a Eureka Waterprobes Manta 2 data logger at three sites within the lake (Figure 2). These sites were identified by researchers as possible areas of water quality concern due to ongoing construction.

Results and Discussion

Overall Vegetation

Of the 149 points completed during the 2023 survey of Lake Trace, 82 (55%) points contained aquatic vegetation (Table 1). The dominant plant species was hydrilla, which was discovered at 80 (54%) points (Table 1; Figures 3 to 4). Other submersed vegetation present were macroalgae (*Chara* spp.) at 1% occurrence and filamentous algae (*Spirogyra* sp.) at 1% of occurrence (Table 1). Two shoreline species, creeping water primrose (*Ludwigia* spp.) and parrotfeather (*Myriophyllum aquaticum*), were observed at 3 and 2% occurrence, respectively (Table 1).

Based on survey efforts, hydrilla has become well distributed within the lake, and the plant covers an estimated 123 acres of the waterbody (Figure 3). The mean biovolume of all submersed vegetation within Lake Trace was 15%, with the highest biovolume recorded in the Carr Creek arm and throughout the southern portion of the lake (Figure 5). Generally, submersed vegetation was present in water depths that were < 6 feet (Figures 5 and 6).

Water Quality

The water quality measurements recorded during the 2023 survey at Lake Trace fell within

the expected parameters of a North Carolina Piedmont lake (Table 2). There was no indication that water quality measurements taken were environmentally concerning.

Conclusions and Management Implications

- The 2023 survey effort found hydrilla to be the dominant submersed aquatic plant in Lake Trace. Hydrilla can exhibit aggressive growth habits and interfere with recreational activities as well as the ecological function of aquatic systems. Management of hydrilla can be difficult and take several years to control. It is recommended that the hydrilla population at Lake Trace be managed to avoid continued distribution of the plant to nearby Piedmont systems. Further, hydrilla monitoring should continue over time.
- Echosounding (sonar) data measured the deepest portion of Lake Trace at 16 feet (just below the dam in the northern reaches of the lake). The mean depth throughout the lake measured at 5.8 feet. The echosounding conducted during 2023 efforts serves as baseline data for future work to evaluate variations in Lake Trace bathymetry over time.

References

For specific information concerning plant identification and aquatic plant management, please visit <https://aquaticweeds.wordpress.ncsu.edu>.

Tables and Figures

Table 1: Overview of fall 2023 aquatic vegetation survey results at Lake Trace.

Scientific Name		Relative Abundance	
		#	%
Survey Overview			
Total Surveyed Points		149	
Total Vegetated Points		82	55%
Submersed Species			
Hydrilla	<i>Hydrilla verticillata</i>	80	54%
Chara	<i>Chara spp.</i>	2	1%
Filamentous Algae	<i>Spirogyra spp.</i>	2	1%
Emergent Species			
Creeping Water Primrose	<i>Ludwigia spp.</i>	4	3%
Parrotfeather	<i>Myriophyllum aquaticum</i>	3	2%

Table 2: Overview of water quality measurements taken at Lake Trace during the 2023 fall survey.

Site	1	2	3	Mean
Temperature (°C)	22.05	22.43	22.39	22.29 ± 0.1
pH	7.54	6.92	6.81	7.09 ± 0.19
Conductivity (uS/cm)	55.6	58.7	56.3	56.87 ± 0.77
Chlorophyll (ug/l)	4.89	10.36	17.68	10.98 ± 3.03
Dissolved Oxygen (% Saturation)	99.6	92.3	97.3	96.4 ± 1.76

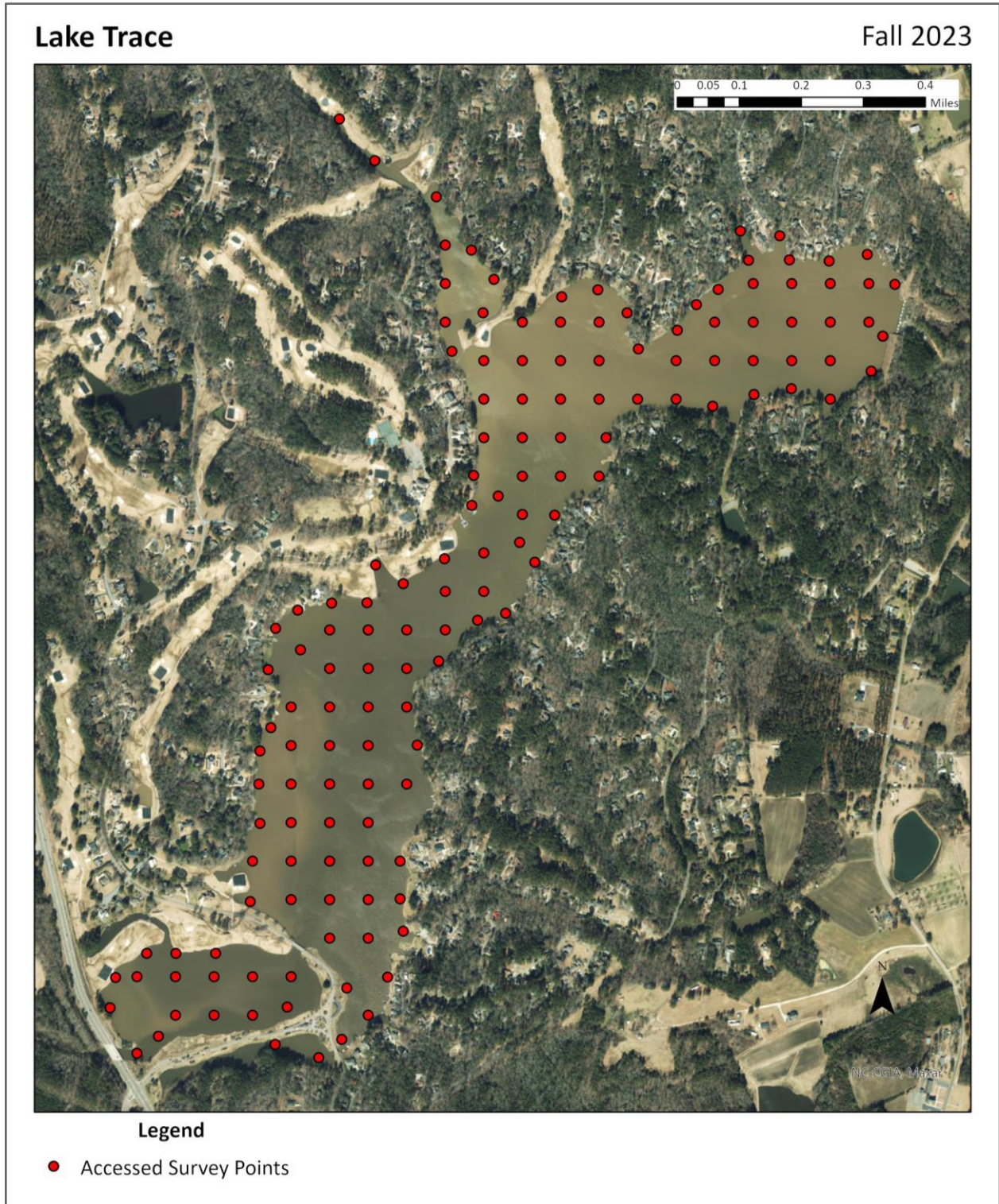


Figure 1: The 149 point-intercept locations visited during the fall 2023 survey of Lake Trace.



Figure 2: Site locations where water quality measurements were sampled at Lake Trace during the 2023 fall survey.

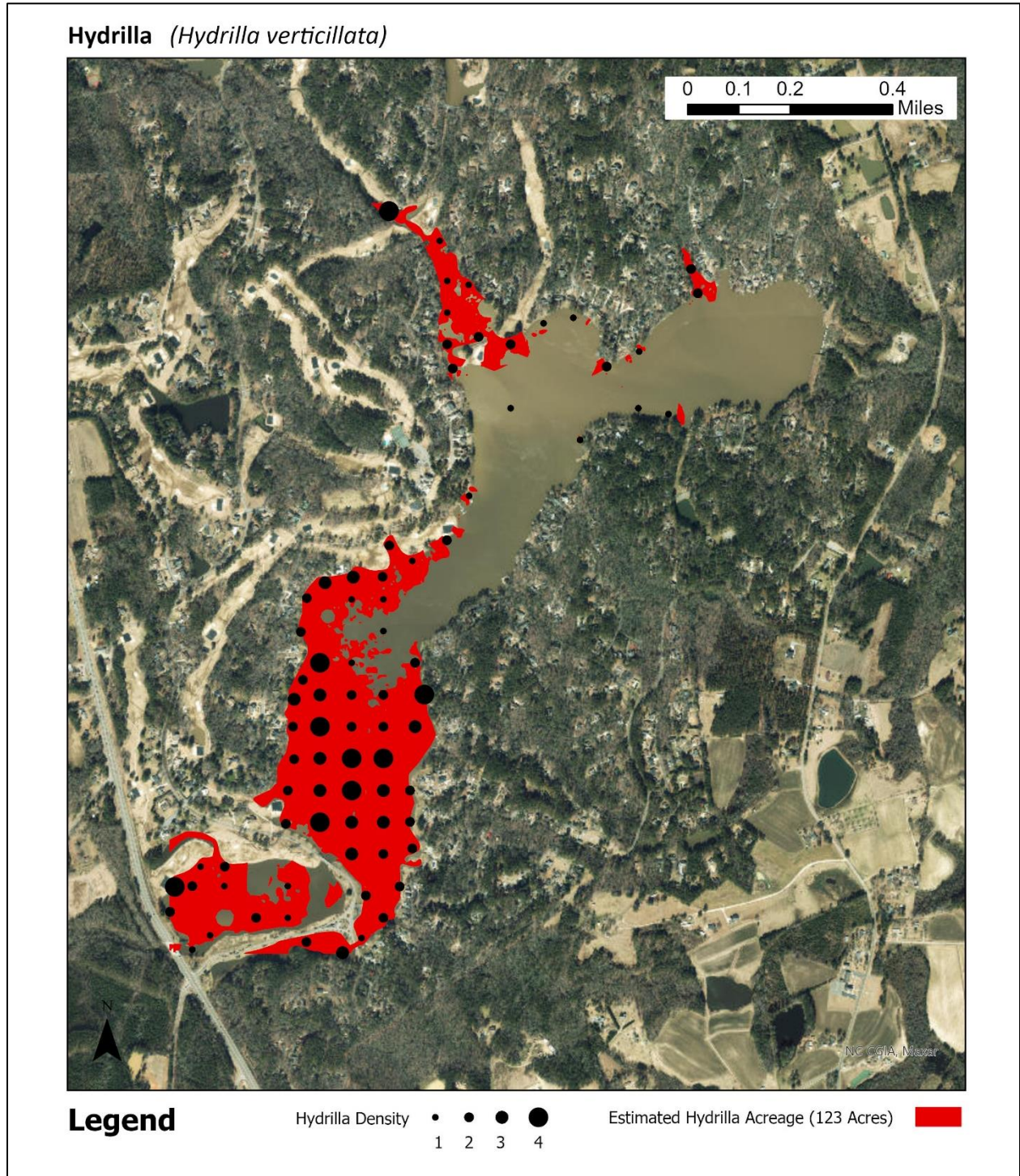


Figure 3: Hydrilla distribution and abundance determined during the 2023 survey of Lake Trace.



Figure 4: Example of hydrilla density estimation using rake toss method at Lake Trace during the 2023 survey (left: density rating of '4'; right: density rating of '1').

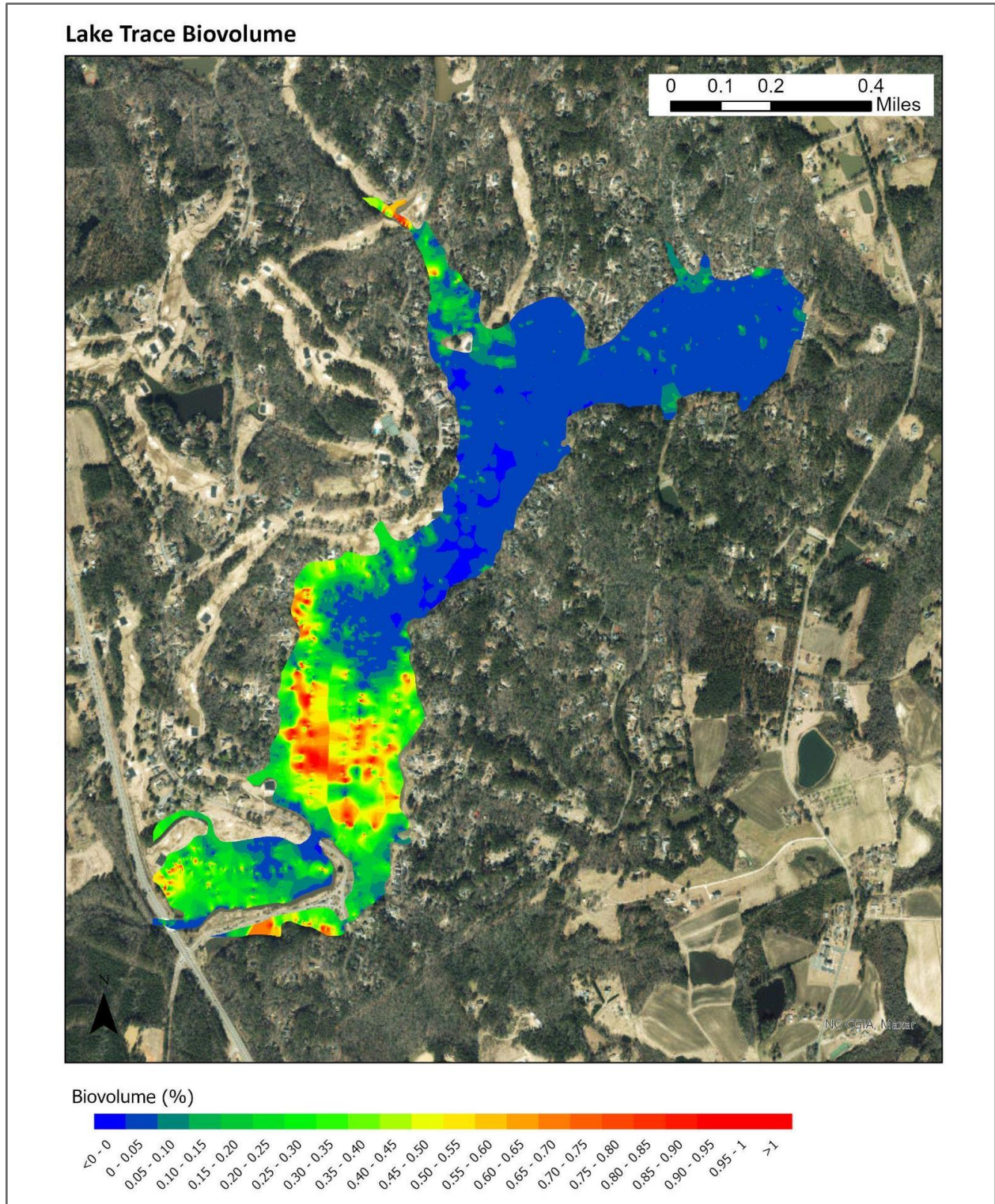


Figure 5: SAV Biovolume recorded at Lake Trace during the 2023 survey. Cool (blue) colors represent low biovolume areas and warm (red) colors represent high biovolume areas.

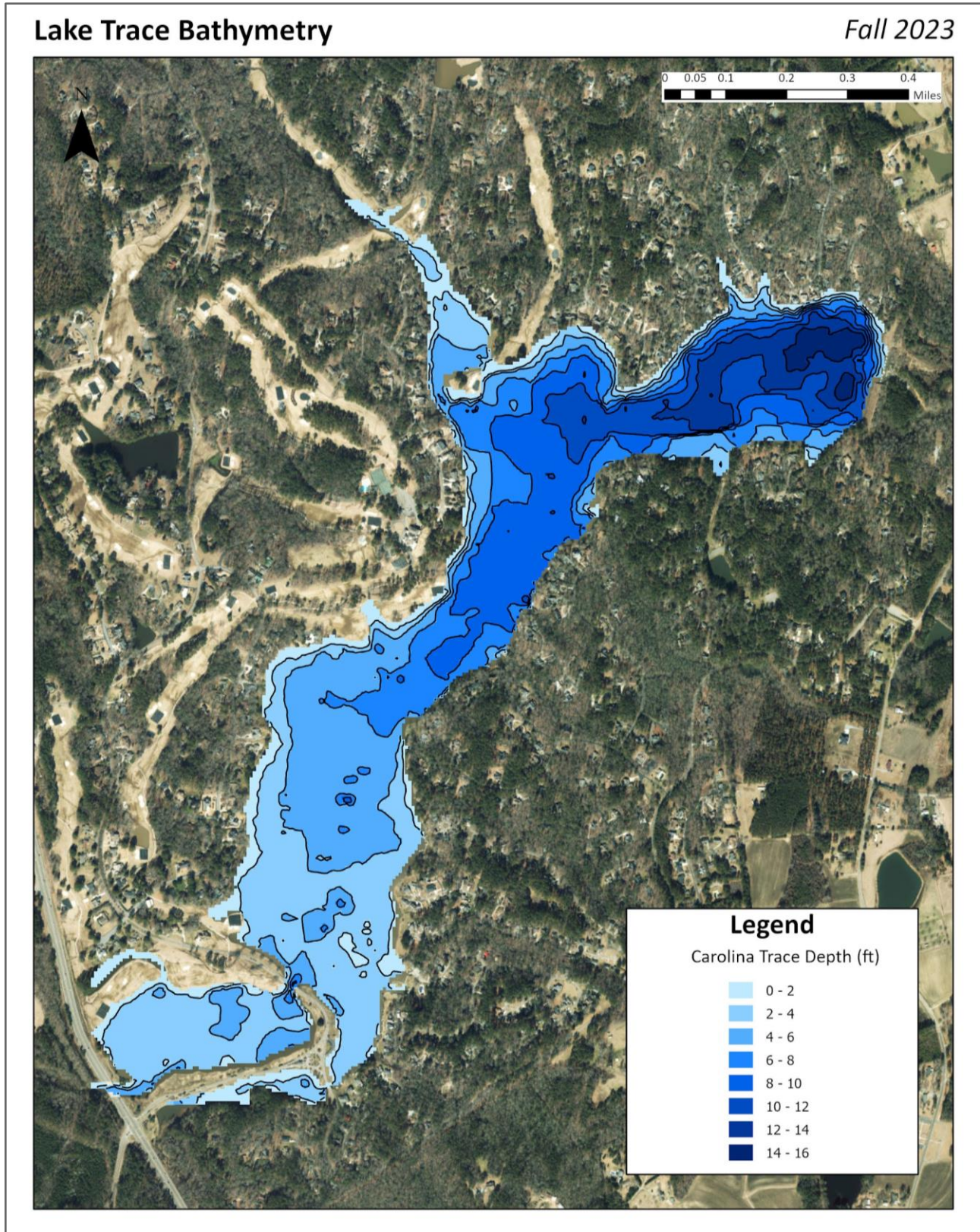


Figure 6: Echosounding measured water depths and associated bathymetry data recorded at Lake Trace during the 2023 fall survey.



Sharon Sheldon <ssheldon2712@gmail.com>

Holiday Bridge Decorations

Ro Knick <rok4real@aol.com>

Sat, Feb 17, 2024 at 2:15 PM

To: Hudson Peggy <pahudson_us@yahoo.com>, Carol Hargreaves <grandmanow3003@aol.com>, Faith Tannenbaum <faithf53@gmail.com>, "ssheldon2712@gmail.com" <ssheldon2712@gmail.com>, Janet Alicia <jla8484@yahoo.com>

Dear Ladies,

I'm writing to your Garden Club and CTA to help raise money to purchase new garlands, wreaths and ribbon for our entrance bridges.

In 2015 Cathy Diepetris, a member of CT Garden Club designed and purchased the necessary decorations to decorate the Security House and the two bridges. When she moved, I took over for 4 years getting the decorations ready and organizing workers to install them. Since my work on it, two other women came forth to take over. Last November, it was found that the decorations had deteriorated and money was not available to purchase new.

We've all enjoyed welcoming in the Holidays at our entrances and I'm sure would like to see the bridges decorated as they had been in the past. We need to purchase 80 garlands! 34 for each side of the long bridge and 8 for the short one. The design called for two for each section of the long bridge which works well to hold them in place even with high winds. The lowest I've seen is at Hobby Lobby for 50% off 13.99 . I have searched the internet and can not come up with a better solution. We also need ribbon and wreaths. So, we are looking for contributions from Carolina Trace Country Club, Garden Clubs and CTA to total about 700.00 or more to bring back the beauty of it. We need to get this money before October to purchase the decorations. I will start then to get volunteers to ready, put up and take down in November. Installation is just after Thanksgiving. The donations will be recognized in print.

Please share this request with your garden club members and CTA board members. I'd love to hear that a donation from your club is forthcoming. It's never easy to ask for money, but I think our community does appreciate the decorations and they bring a welcoming spirit to our community.

Please feel free to share this request with anyone else who can help restore the beauty of the entrances for 2024.

Sincerely,
Ro Knick



Holiday bridge.jpg
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