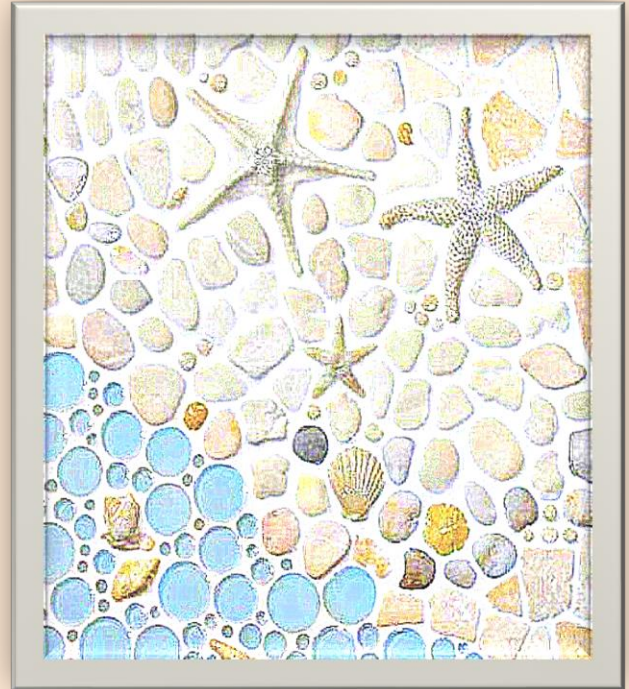


Thread & Yarns



August 2018

Vol. 1, No. 3

In This Issue

- ❖ Administrative Items
- ❖ Project HOA Updates
- ❖ Cotton House Updates
- ❖ P&S HOA Updates
- ❖ Condo HOA Updates
- ❖ Expenses Snapshots
- ❖ Contractor Index

DISCLAIMER: The information provided by Edenton Cotton Mill Boards of Directors in this Newsletter is for general informational purposes only. All information within the Newsletter is provided in good faith; however, we make no representation or warranty of any kind, expressed or implied.

Welcome! Join us for the latest news from around the Edenton Cotton Mill (ECM). See updates about the ECM Project Homeowners' Association (the "campus")—everyone who owns property at the ECM; the latest from the Edenton Cotton House (ECH) condos; news for members of the ECM Condominium Homeowners' Association (HOA)—owners within the "Mill;" and updates for members of the ECM Parking and Storage (P&S) HOA—owners of parking and/or storage units.

Administrative Items

Upcoming Associations Meetings

Next Open Board Meetings: In Neighborhood (Quad) 4 on Saturday, **18 August 2018**

- Project HOA – Convene at **9:00** a.m.
- Condo HOA – Convene immediately following the adjournment of the Project HOA Board meeting
- For Project HOA agenda, please see email dated 5 August 2019 from “ECMProjectBoard HOA”
- For Condo HOA agenda, please see email dated 5 August 2019 from “ECMCondo Board HOA”

Annual Owners’ Meetings: In Neighborhood (Quad) 6 on Saturday, **13 October 2018**

- Parking and Storage (P&S) HOA – Convene at **8:30** a.m.
- Project HOA – Convene immediately following the adjournment of the P&S HOA Annual meeting
- Condo HOA – Convene immediately following the adjournment of the Project HOA Annual meeting

Approved By-law Changes

On 10 June 2018, the ECM Condo HOA Board sent an email to remind all members of changes to the By-laws that were approved at last year’s annual meeting. Project owners also approved the same By-law changes at their annual Project Owners meeting. The text of the changes is the same for By-laws of both the Condo HOA and the Project HOA. The changes affected the following two areas of the By-laws.

(1) Article V. Meeting of Members. This changed the date of the annual meeting from a date in August to October. This enables more information about yearly expenses to be available for the Boards to formulate more realistic budget proposals for the following year.

(2) Article XIV. General Provision. This changes each Association’s fiscal year to coincide with the calendar year versus the original provision fiscal year dates of September 1 through August 31. These dates allow tax filings for the calendar year budgets to be planned for the calendar year, both of which are logical and easier to remember.

Assessments’ Notification

In May after reviewing the Accounts Receivables, the ECM Boards decided to follow up, in person, with owners who appeared to be in arrears on their quarterly assessments. Over the last few months, many owners also let the Board officers know about problems with their quarterly assessment statements, such as not receiving the Clark Simson Miller (CSM) emails; being unable to open the attachments in the emails; or not being duly credited with paying their assessments.

To ensure that all owners received their assessment statements in a timely fashion, the HOA Boards took the action to send paper statements to owners via the USPS for the third quarter 2018 (Jul, Aug, and Sep). CSM was directed to follow their usual procedure of sending the statements via email.

These actions, together with personally contacting owners about potential overdue assessments, resulted in most accounts being brought up-to-date.

UPDATE – Project HOA



The Pool

The pool is a welcome amenity during the hot and humid Edenton summers!

In the photo above you can see ECM Project President, William Mularie, helping uncover the pool at the start of the season. As usual, the pool was a murky green when it was opened but now, thanks to efforts by the Project's maintenance staff and Board members, owners and their guests now find the pool clean, sparkling, and ready for a cool dip or laps!

The pool will be closed in early September 2018, so until then, ENJOY!

To minimize liability and maximize safety, remember to secure the gate when you enter/leave the pool area.

** See the NOTE following the Project HOA Financial Snapshot on page 7 for more details on the pool expenses this year.

Landscaping

The Project HOA Board was not satisfied with the fixed monthly costs of our previous landscaping service, neither the rate nor the performance.

Therefore, we pursued independent, recommended Edenton individuals who could provide services on a time and materials basis.

Susan Williams went on a hunt for landscapers by looking at some of their landscaping work and by talking to satisfied Edenton customers.

Dickie Tyler, Project Board member and chairman of the Landscape Committee, met with and agreed to retain the two individuals, Dalton Jack Cahoon, who provides the major mowing and plantings services; and Larry Leigh, who concentrates on maintaining the shrubs and ground cover beds surrounding the Mill.

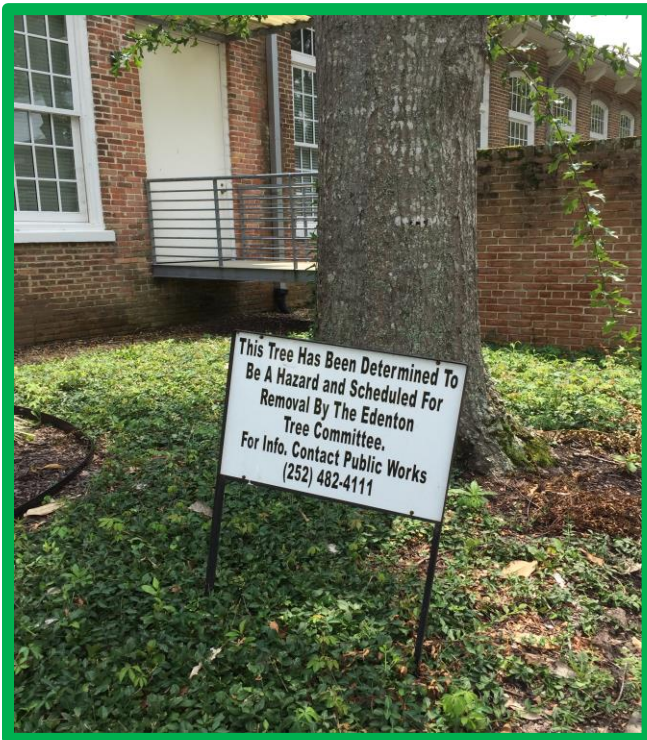


The results, to date, have been very satisfying.

The irrigation system has not been used this year. The system utilizes Edenton city water, rather than a well, which is more typical. The increasing water rates make this a poor option. Nature, and global warming has been kind to us this year in providing more than adequate rainfall.

McMullan Avenue Trees Update

Edenton's town government is going to take down the two trees that are near the 715 McMullan Avenue door. The ECM Project HOA will pay for the removal of the other two Water Oak trees—one in front of unit #402 and one farther South.



Since the stump grinder is huge and will ruin the flower beds and ground cover, we are asking Bart to work with a chain saw to make most of the stump disappear below ground level.

What is really striking is walking around the neighborhood looking at the dead and dying Water Oaks, which look like they were planted about the same time as those at the Mill. There are four behind a building across the street from the Mill and they are dying (bare and broken branches). There are two in the same condition North on McMullan Avenue.



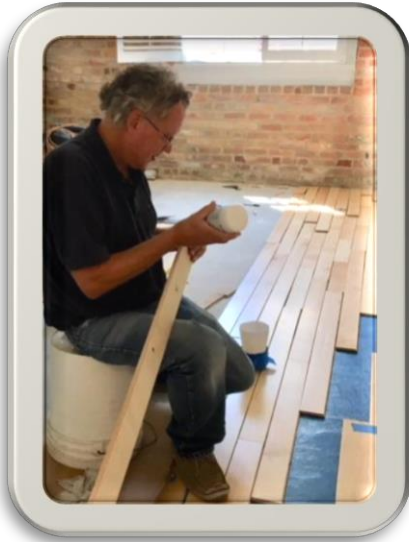
Community Garden



The delineated bed to right of pool is a work-in-progress. Larry Leigh, our "weeder," used his tiller for preparation of the ECM's "community garden." Additional weeding and pruning of wax-myrtle and knockout roses is yet to occur.

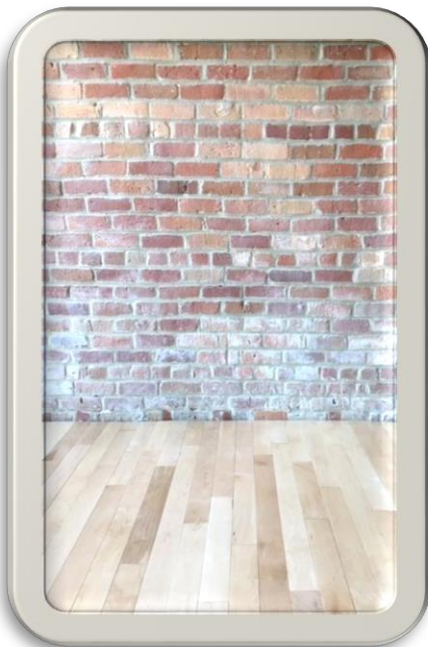
Updates from the Cotton Houses

Variety, Customization, & Quality—Phase II (Units 901 and 903) of the Cotton House Condos is being completed with quality construction, from start-to-finish by Hall Johnstone.



Here Hall works on flooring in the guest room of Unit 901. His precise measurements result in a perfect-fit.

Historic brick walls with light maple flooring in the Cotton House condos offer a loft-style architectural space right here in Edenton.

**The Cavanaghs Return**

Returning for part of the summer, Barbara and Michael Cavanagh (Unit 904) brought along with them 9-month-old Donny, their Shetland Sheepdog. AND, upon arriving in NC, purchased another Sheltie, 12-weeks-old Marie!



Donny and Marie frolicking

Updates from P&S HOA

The cost to the ECM Parking and Storage HOA for electricity this year will only be \$200. This cost is down significantly due to the LED bulb conversion last year.



Updates from Condo HOA

700 Deck and Stairs

On 13 July 2018, the ECM Condo Board notified owners of planned repair work on the deck and stairs next to the “700” units of the main Mill building. The planned work requires two major steps: (1) ensuring a complete and level concrete surface; and (2) coating the surface once filled.

After much work and investigation led by Steve Lane of the Grounds Committee, the Board signed a contract to have the 700 deck and steps resurfaced. This repair will probably be the last major repair that the Condo HOA has done until January 2019.

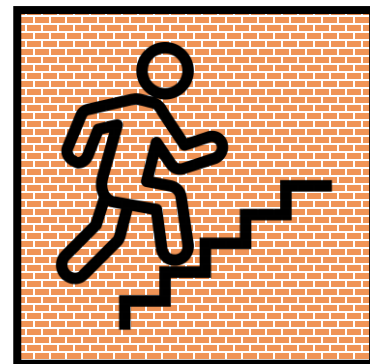
Steve thoroughly researched possible materials for the repairs as well as contractors with suitable expertise. Some of the criteria considered were durability, appearance, ease of application, and time to cure. Sherwin Williams provided information about a new repair material that has been used at the Country Club. After evaluating the pros and cons of each, the Grounds Committee visited Edenton Country Club (*The Links at Mulberry Hill*) where they had the chance to assess the material in a location with use similar to the 700 deck and steps. They were also able to ask Bob Wagner, who has first-hand knowledge about the product’s performance, appearance, and durability. After the on-site inspection and discussion with Mr. Wagner, Steve recommended “Concrete Leveler” by Rapidset to fill in the steps and deck; and H&C® ACRYLA-DECK® to coat the deck and steps, once filled in. Another advantage is the price is less than half of the other products.

The contract for \$2840 is with Xtreme Painting, LLC of Elizabeth City, NC, and covers the following: pressure washing of the deck and steps; removal of all loose concrete; patching of concrete where needed; texturing the entire area; and two coats of specialized deck coating. It will take the company approximately four days to do the work.

There will be times when no one can walk on the deck or steps. The company will notify a Condo Board member when they are going to start. We will keep you posted as to what day the resurfacing will occur.

Here is the schedule:

- ❖ **First Day:** Take off old cement and grind the area. If there is time they will power wash the deck and steps. Deck and steps can be walked on.
- ❖ **Second Day:** If they cannot power wash on the first day, then power washing will occur on the second day. Deck and steps can be walked on.
- ❖ **Third Day:** Concrete leveler is applied which takes approximately two hours to dry. No one can walk on deck or steps while concrete leveler is drying.
- ❖ **Fourth Day:** Two coats of paint will be applied. This results in no one walking on deck or steps for approximately eight to nine hours. The first coat will be applied; then, approximately four to five hours later, the second coat will be applied with a drying time of three to four hours.



Neighborhood Quads Painted

Interior repainting of Neighborhood Quads One and Two was completed in April. The walls, baseboards and the door trim of all doors in quads 1 and 2 were repainted. The contract, given Larry Ainsley and crew, was based upon actual time expended and materials used, rather than a project quote. The cost of labor and materials for the walls was \$1,896.96 and \$592.13, for the baseboards and trim. These expenses were paid from the Condo HOA reserve account.

Mill Roof

After research and receiving test results of the ECM Mill roof coating, the House Committee asked Polo International Incorporated for a proposal for coating the Mill roof. Polo, which advertises itself as "The Largest Installer of Silicone Roofing in the US," delivered a proposal to the ECM Condo Homeowners Association Board to install a Tropical Silicone Roofing System on the Mill. The proposal includes the following description of activities:

- *Preparation of the existing roofing surfaces which includes pressure washing entire roof surface of approximately 73,118 sq. ft., with bio-degradable industrial cleaning solution.*
- *Application of 2 Part Epoxy Deep Penetrating Primer*
- *Application of Tropical #924 Eterna-Sil Premium Industrial Grade 100% Solid Silicone*
- *System will be applied to all AC curbs, pitch pans, vents, and lead stacks to ensure one monolithic seal.*

Upon completion, Polo shall provide to the customer a 20-year warranty as well as a manufacturer's 20-year Labor & Material warranty.

Polo's proposal is for around \$200K. No decision has been made by the Board or input asked from the owners at this time. We thank Steve for his efforts and his expertise in materials to lead us into a more affordable solution to maintaining the Mill roof.

New Crawl Space Doors

Edenton Construction completed Installation of the new crawl spaces doors in April. Ten crawl space doors and frames were replaced; one other crawl space door was replaced in an existing frame. The new doors and frames are hollow metal. Existing hardware, except hinges, was reused on the new doors. All of the doors were primed and painted. The final cost was \$11,700. This expense was a reserve study item (page B4) and was paid from the Condo HOA reserve account.

HVAC Compressor

The HVAC compressor in quad one continues to break down and requires frequent repairs. Condo HOA President, Susan Williams, contacted Tod Smith to obtain an estimate on replacing the compressor. The total cost for replacement of the compressor is \$5,000. Replacement of the compressor is a reserve item included in the "REPLACEMENT RESERVE REPORT FY 2017," page B6, therefore the money for the new compressor will come out of reserve funds. No date for the replacement has been scheduled.

NO MOLD!

Harry Cannon, President of Dwelling Management Solutions, did an inspection on 8 August 2018. His company has a contract with the ECM Condo HOA to inspect and treat areas that have or are prone to mold. Harry said, "The front of the mill on McMullan Avenue has never looked more dry. Cutting back the trees or removing them has helped tremendously. Treating mold is a multifaceted solution."

Expenses \$nap\$hot\$ (Jan-Jun)

Please note that the following “snapshots” reflect expenses recorded in ledgers kept by each of the Boards. These are not the ‘official’ expenses list captured and provided by CSM, the bookkeeper for the Associations.

Project HOA Expenses Snapshot

Project Budget Categories		50% Budget (Jan-Jun (6 mths))	Recorded Expenses (Jan-8 Aug)	Notes
Admin/Office Supplies	\$ 300	\$ 150	\$ 371	
Bank Fees	\$ -	\$ -	\$ -	
Electric	\$ 2,400	\$ 1,200	\$ 1,128	
Insurance	\$ 4,000	\$ 2,000	\$ 2,313	
Landscaping	\$ 10,475	\$ 5,238	\$ 5,208	
Permit Fees	\$ -	\$ -	\$ -	
Pool Maint	\$ 2,000	\$ 1,000	\$ 1,956	1
Phone	\$ -	\$ -	\$ -	2
Professional Fees	\$ 7,500	\$ 3,750	\$ 11,682	
Professional-CSM	\$ 4,000	\$ 2,000	\$ 2,245	
Repairs & Maint	\$ 5,000	\$ 2,500	\$ 2,063	
Taxes	\$ 100	\$ 50		
Taxes (Property)	\$ -	\$ -		
Trash & Recycling	\$ 5,600	\$ 2,800	\$ 2,308	
Water & Sewer	\$ 15,000	\$ 7,500	\$ 7,559	
RESERVE			\$ 3,500	3
TOTALS	\$ 56,375	\$ 28,188	\$ 40,333	
NOTES: (1) see more detailed note below (2) the phone is charged to the Condo HOA; will settle with Condo HOA at end of the year. (3) Reserve item: cutting of trees on McMullan Ave				

**** PROJECT NOTE:** The pool expenses through 30 June were \$1956 against a six month estimate of \$1000. This number was inflated by two items: (1) Payment of \$424 to Country Leisure Pools for charges in 2017 for a water testing kit and a kick board—neither of which are in the HOA’s possession; and (2) \$600 for the Rent-A-Son owners, Ashly and Shawn Miller, to get their pool maintenance licenses + hotel in Charlotte. So over the first six months, the pool maintenance costs have actually been \$917, well within the budget.

Condo HOA Expenses Snapshot

Budget Categories	2018 Budget (100%)	50% Budget (Jun (6 mths))	Recorded Expenses (Jan-Jun)	Notes
Admin/Office Supplies	\$ 300	\$ 150	\$ 241	
Bank Fees		\$ -	\$ -	
Electric	\$ 6,000	\$ 3,000	\$ 3,588	
Insurance	\$ 30,000	\$ 15,000	\$ 20,424	1
Permit Fees		\$ -	\$ 175	
Pest Control	\$ 2,400	\$ 1,200	\$ 1,575	
Phone	\$ 2,500	\$ 1,250	\$ 1,356	
Professional Fees	\$ 7,500	\$ 3,750	\$ 3,275	
Professional-CSM	\$ 4,000	\$ 2,000	\$ 2,245	
Repairs & Maint	\$ 38,100	\$ 19,050	\$ 19,301	
Storage Room Assmts	\$ 400	\$ 200	\$ -	
Taxes	\$ 200	\$ 100	\$ -	
Taxes (Property)	\$ 120	\$ 60	\$ -	
Reserve	\$ 14,284	\$ 7,142	\$ 14,189	2
TOTAL OPERATING BUDGET	\$ 105,804	\$ 52,902	\$ 66,369	
NOTES: (1) Insurances are front end loaded so they skew numbers (2) Reserve items: crawl space door replacements; painting in Quads 1 & 2				



ECM Contractor Index

- General Maintenance and “Handy Man”:
 - Rent-A-Son (Shawn and Ashly Miller)
252-482-1478
- Painting:
 - Larry Ainsley
- Grounds keeping and general yard work:
 - DC Yard Care (Jack Cahoon)
 - Larry Leigh
- Electric:
 - Evans Electric Inc. (Anthony Evans)
252-221-4467
- HVAC:
 - Smith Heating & Air LLC (Todd Smith)
252-482-4043

REMEMBER ...

... contact the Admin Committee to volunteer for, submit articles to, and/or make suggestions for your *Thread & Yarns* Newsletter.

Contributors to this issue of Thread & Yarns

Susan Williams, Linda Bozik, William Mularie, Steve Lane, Dickie Tyler, Gay Galyen, Rob Phillips

ECM CommitteesAdmin/Finance Committee

Rob Phillips, Linda Bozik, Gay Galyen, Steve Lane, and Deb Wargo

Grounds Committee

Bill Droege, Steve Lane, and William Mularie

House Committee

Bill Droege, Steve Lane, William Mularie, and Susan Williams

Landscaping Committee

Linda Bozik, Janet Harding, and Dickie Tyler

Social Committee

Susan Williams and Dickie Tyler