

Firefly Property Owners Association, Inc.

Board Meeting

February 19, 2020

Location:

- Firefly Cove Lake Lure, North Carolina – The Lodge

Roll Call/Call to Order:

- The meeting was called to order by Melva Dye at 6:30 pm
- Directors present: Joy Ciocca, Melva Dye, Mike Frosaker and Mark Helms
- Directors present by phone: Mike Kirkman
- Directors Absent: None
- Property Owners present: Joe Pritchett

Quorum:

- There being a sufficient number of Board members present a quorum was established.

Approval of Minutes:

- None

Property Owners Input/Comments/Concerns

- None

Updates:

- Secretary Ciocca updated on outstanding contracts and repairs. Contracts with Bob Cameron (Lake Lure Electric) for the Pool and Irrigation were approved as attached. We are awaiting a quote from Marathon Builders for the Pool Fence Repairs. Joe Pritchett reported Tirado's Landscaping is scheduled to perform pressure washing of the pool deck and lodge entry.

Discussion Items:

- Secretary Ciocca opened a discussion on finalizing the landscaping committee scope of responsibility and budget. Discussion included regular landscaping tasks as well as special projects required. After review of actual 2019 costs and budgeted and estimated costs for 2020 a motion was made to approve the scope of responsibility as attached and to provide the committee with a Landscaping

Plan Project Implementation budget of \$8000. The motion was seconded and passed by a vote of 5-0. Karen Donovan was appointed as the Landscape Committee Chairperson.

- Mark Helms opened a discussion regarding the sale of lot 56 have enough frontage off Sheridan Road for a driveway. After discussion it was suggested that we email property owners regarding the sale of lot 56 to clarify that there has been prior verbal agreement with the adjacent property owner to allow for an easement to gain driveway access. Consideration in having the POA obtain this easement and possibly a survey was tabled for a future meeting.
- The date of the next board meeting will be held on Wednesday, March 11, 2020 at 6:30pm at the lodge.

Adjournment:

- The meeting was adjourned at 7:33pm.

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

Contract for Landscaping Services Irrigation Services

Bob Cameron (Lakelure Electric), will provide Firefly Cove Property Owners Association Inc. (POA) with Irrigation Services.

Irrigation Services include but are not limited to:

- Start Up Service in the Spring (after the last freeze)
- On-Call Irrigation Repair/Replacement/Adjustment (during season)
- Shut Down Service in the Fall (before the first freeze)

Start-Up Service

See Attachment A

will be made available to Firefly Cove POA Inc.

at a cost of \$2,100.⁰⁰ payable upon completion the Service

On-Call Irrigation Service

Attachment B

will be made available to Firefly Cove POA Inc.

for the cost of \$200.⁰⁰ per month plus the cost of materials payable at the end of May, June, July, August and September.

Firefly Cove

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

Shut-Down Service

See Attachment C

will be made available to Firefly Cove POA Inc.

at a cost of \$200.⁰⁰ payable upon completion the Service .

The contract documents contain the entire agreement between parties. No prior agreements, representation, warranties, or other matter, oral or written shall be deemed valid.

This agreement will begin on March 1, 2020 and end on December 31, 2020.
(Date)

Either Bob Cameron or Firefly Cove Property Owners Association
(Name of Vendor)

may cancel this agreement, without penalty, by a 30-day written notice.


Firefly Cove POA Inc.

2/20/2020
Date

Bob Cameron - Lake Lure
Contractor Electric

February 1, 2020
Date

Firefly Cove

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

ATTACHMENT A

Start-up Service

Irrigation System includes 4 zones (See Area D)

- Zone 1 Dock Area below the road
- Zone 2 Open Field between the amphitheater and the road
- Zone 3 Lodge Area to the amphitheater
- Zone 4 Front Gate/Parking Lot Area

Start-Up Services

Start-Up Services will prepare the Irrigation System to function properly for the season

Service is to begin the last week of April or after the last projected freeze and includes but is not limited to:

- De-winterize the Irrigation System
- Check the Pump/Piping/Control Systems/Sprinkler Heads and repair or replace any necessary parts
- Run each zone and during the process of restarting the Irrigation System and all assemblies will be checked for functionality
- Replace or repair any non-working heads in each Zone
- Set system to come on as per instruction from Turf Management Contractor or Board.

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

ATTACHMENT B

On-call Irrigation Service

Irrigation System includes 4 zones (See Area D)

- Zone 1 Dock Area below the road
- Zone 2 Open Field between the amphitheater and the road
- Zone 3 Lodge Area to the amphitheater
- Zone 4 Front Gate/Parking Lot Area

On-Call Irrigation Services

On-Call Irrigation Services will be made available to maintain a properly functioning Irrigation System for the season (May – September)

Service is to begin when the Start-Up Service is completed and end when the Shut-Down Services are completed and includes but is not limited to:

- Vendor shall check the irrigation system regularly for functionality of system, the timers are set properly, and irrigation pump is working
- On-Call Irrigation Services initiated by a Firefly Cove POA Board member must be completed within 48 hours of the request
- Service will be repairing, replacing, or adjusting Pump/Piping/Control Systems/Sprinkler Heads
- Provide a monthly report to the POA Secretary listing any activity/action taken for irrigation issues/repairs.

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

ATTACHMENT C

Shut-down Service

Irrigation System includes 4 zones (See Area D)

- Zone 1 Dock Area below the road
- Zone 2 Open Field between the amphitheater and the road
- Zone 3 Lodge Area to the amphitheater
- Zone 4 Front Gate/Parking Lot Area

Shut-Down Services will prepare the Irrigation System to be winterize for the season

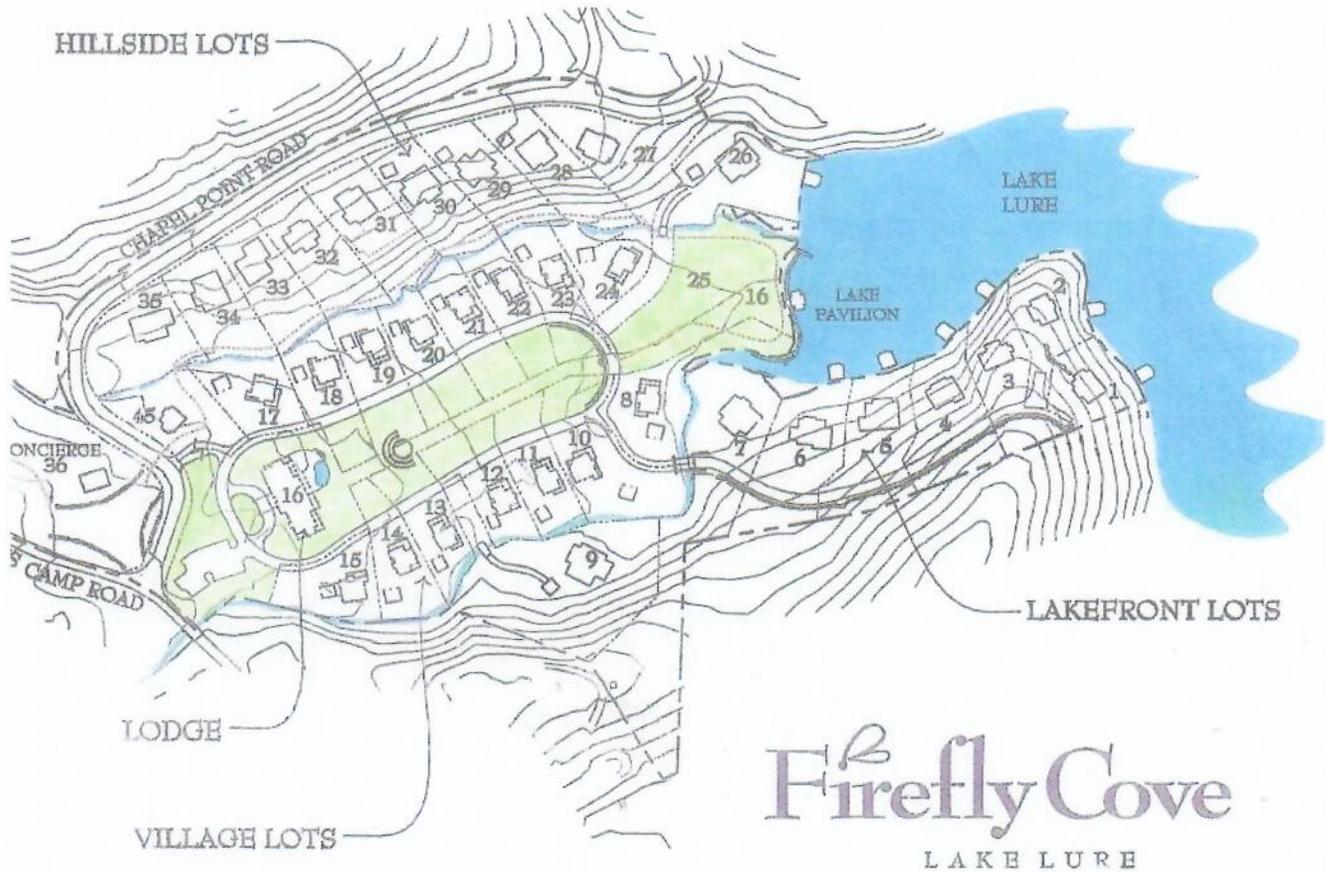
Service is to begin in October prior to the first projected freeze and includes but not limited to

- Inspect for leaks and determine that the Irrigation System is functioning properly
- During this process the remaining water will be flushed from the system
- All controls turned to the off position
- Wrap any pipe with insulation to ensure pipe does not crack

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

Area D



Firefly Cove
LAKE LURE

Note: Irrigation System in Area Shaded in Green is area to be maintained as per agreement

Firefly Cove
LAKE LURE

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

Contract for Swimming Pool Services

Bob Cameron will provide Firefly Cove Property Owners
(Name of Contractor)

Association Inc. (POA) with services for the Firefly Cove Swimming Pool Common Area and the Firefly Cove Swimming Pool. Bob Cameron is an
(Name of Contractor)
Independent Contractor.

Swimming Pool Area Services

- Possess a valid NC Certified Pool Operator License
- **Opening of Pool** (Early May but no later than May 15 or as directed by the Board)
 - Prepare the swimming pool for the opening and use
 - Remove the existing swimming pool cover
 - Un-Winterize the swimming pool (pump, filter, etc.)
 - Un-Winterize pool showers, trench drain and heaters for the two equipment rooms and outdoor hot box
 - Start System and adding chlorine to reach the swimming pools' break point for super chlorination
 - Complete the necessary paperwork and submit the paperwork and pay the required fee (provided by the Firefly Cove POA) to the Rutherford County Health Department for the annual swimming pool inspection
 - Meet with Rutherford County Health Department Inspector for the pool inspection and perform the necessary tasks to insure the pool opening prior to Memorial Day Weekend
 - Turn the swimming pool heater on and get the water temperature up to 83 degrees and then set the thermostat to 78 degrees.

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

➤ **Daily Services** during Season (From Opening of Pool in May – Closing Date of Pool in September)

- Maintain pool in compliance with Rutherford County Health Department Inspection requirements. Keep current local and state laws regarding pool licensure, inspection, and operation
- Check pool chemical balance and maintain daily log
- Add necessary chemicals to pool when needed
- Add chlorine to pool when needed
- Remove leaves, debris, bugs, etc. from swimming pool
- Clean pool skimmers and remove all debris
- Remove debris from pool deck
- Return pool deck furniture to its original position
- Remove trash from trash can
- Check pool temperature and maintain a daily log

➤ **Weekly Services** during Season (From Opening of Pool in May – Closing Date of Pool in September)

- Purchase necessary chemicals to comply with Rutherford County Health Department inspection requirements
- Add Algaecide to pool 2 times per week or as needed
- Back wash pool 2-3 times a week
- Vacuum the pool as necessary.

➤ **Closing of Pool** (Not before September 16 but no later than September 30 or as directed by the Board)

- Place Pool cover on the pool and winterize the pool
- Remove and store the 2 shower valves
- Adjust the exhaust fan and wall heaters in the pool equipment room
- Winterize pool showers, trench drain and heaters for the two equipment rooms and outdoor hot box

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

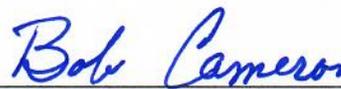
The Contractor will perform the above listed services from May 1 – September 30 for Firefly Cove POA Inc at a monthly fee of \$1,200.00 per month payable on the last business day in May, June, July, August, and September.

This agreement will begin on March 1, 2020 and expire on December 31, 2020.

Either Bob Cameron or Firefly Cove POA, Inc. may cancel this agreement, without penalty, by a 30-day written notice.


Firefly Cove POA Inc.

2/20/2020
Date


Contractor

February 1, 2020
Date

Lake Lure Electric
P.O. Box 503
Lake Lure, N.C. 28746

Firefly Cove P.O.A.
P.O. Box 303
Lake Lure, N.C. 28746

February 7, 2020

Proposal for Services

- * Replace the swimming pool 2 main drain at the bottom
- * Remove and the install plugs for the pool equalizers
 - ** County and State Law does not require the side skimmer equalizers now **

Total Contract Price: \$ 654.00

*accepted
Dy Cuccia
2/20/2020*

Firefly Cove Landscape Committee
Established 02/19/2020

- Chairperson plus 4 members (must be property owners in good standing)
Chairperson: Karen Donovan, appointed 2/19/2020
- Purpose: to oversee landscaper regular work as well as develop and implement a long-range landscaping plan.
- 2020 Budget:
 - Maintenance Services Budget: See Below
 - Landscape Plan Implementation Budget: \$8000
- Responsibilities:
 - Monitor weekly landscape services
 - Monitor monthly turf maintenance
 - Monitor irrigation needs and service
 - Schedule seasonal landscape services
 - Pruning, Mulching, Tree Trimming, Leaf Removal, Spring & Fall Cleanup
 - Schedule emergency work as needed, ex. Tree removal, Storm Clean-up
 - Develop a long-range landscaping plan and submit to board for approval
 - Implement long-range landscaping plan as approved by the board.
- 2020 Maintenance Services
 - Turf Management – Contracted with Excel Lawns, Isaac Dermid 828 329-4106 through August 2020 includes Weed Control, Fertilization and Insecticide Treatments
2020 Budget \$3083
 - Irrigation Contract – Contracted with Bob Cameron 828 230-4694
2020 Budget \$3300 plus unexpected/unforeseen expenses up to \$1000
 - Kudzu Removal – Contracted with SEEC, Travis Smith 828 231-0022
2020 Budget \$1040
 - Landscape Maintenance – Contracted with Tirado Landscaping, Rafael Tirado 828 702-6942 includes: mowing/edging, weed control, mulching, plant/shrub trimming, leaf clean up, spring/fall cleanup
2020 Budget \$22,300 (includes \$8500 for mulch/pine straw)
 - Miscellaneous Tree Removal/Storm Clean Up – Contractors:
Storm Clean Up-Tirado Landscaping, Rafael Tirado 828 702-6942
Tree Removal-Melgar Complete Tree Service. Temo Melgar 828 289-3760
2020 Budget \$4000
 - Potted Plants – 2020 Budget \$500