

Firefly Property Owners Association, Inc.

Board Meeting

October 7, 2021

Location:

- Firefly Cove Lake Lure, North Carolina – The Lodge

Roll Call/Call to Order:

- The meeting was called to order by Melva Dye at 6:34 pm
- Directors present: Joy Ciocca, Melva Dye, Mark Helms, and Al Joyner
- Directors present by Zoom: Raul Romero.
- Directors Absent: None
- Property Owners present: Greg Gardner and Joe Pritchett
- Property Owners present by Zoom: Mike Kirkman

Quorum:

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

Approval of Minutes:

- The minutes from the Firefly Cove Board meetings of August 25, 2021, was approved by motion, second, and a unanimous vote 4-0.

Appointment of Board Member:

- A motion was made and seconded to appoint Raul Romero to fill the open board seat vacated by Tim Shellenberger. The motion was approved by a unanimous vote 4-0.

Property Owners Input/Comments/Concerns

- Greg Gardner stated that he had forwarded by email his previously approved Landscaping Plan. He noted that they have exceeded the plantings that were originally listed on the approved plan and that they are continuing to add plants ongoing. This week 20 or more bushes are going in along the street as well as mulch. Mark Helms, ARC Chair confirmed that he had received the plan and that the Gardner's are in compliance.
- Joy Ciocca stated some property owners have asked about the slow progress of the construction on Lot 36. It was reported that the delays are due to supply shortage from the pandemic and that they are still within construction timeframes.

- Joy Ciocca brought a request from the Ferguson's who own Lot 53 to have a controlled burn of brush that they have cleared on their lot. The board approved the request as long as they get a Burn Permit from the Town of Lake Lure and comply with the town's regulations. We also request that they inform the board the day they do the burn.

Updates:

- Mike Kirkman reported the balances as of October 7, 2021; Operating account balance is \$26,239, which includes \$10,000 transferred from the Reserve Account. We anticipate an additional ~\$12,000 of 4th quarter dues payments. Unrestricted Reserve account balance is approximately \$102,725, which includes the \$64,520 proceeds from the Sale of Lot 56. We are in good financial shape to meet expenses through the end of the year.
- Mike Kirkman reported that he and the bookkeeper have processed the paperwork to get the mobile deposit device from United Bank in anticipation of the closing of the Lake Lure branch.
- Joy Ciocca reported that she has secured five volunteers to be on the emergency contact list for the lodge fire alarm system. To make changes to this list, an email needs to be sent to custserv@security-central.com; it takes 24hours to make a change. Joy also reported that instructions on what to do in case of a call were prepared and given to each volunteer as well as being placed in the office and Mechanical room. The fire alarm system needs to be inspected and certified annually. Joy has contacted Ed Robinson of Advanced System Design, our monitoring company, to set up an appointment this month. It should be completed in October of each year going forward.
- Al Joyner presented a proposal from Randy Fields or Carolina Outdoor Design, to clean and flush pool deck drain and repair tripping hazard. After discussions a motion was made to complete the work as quoted, the motion was seconded and approved by a vote of 5-0. Al Joyner will contact Randy Fields to schedule.
- Joy Ciocca reported that after repeated calls (828-772-8163) and emails (appturf@gmail.com), she has had no success on setting up the new lawn turf maintenance program with Chris Elms, Appalachian Turf. At this point we have no turf maintenance contractor. After discussions, Mark Helms stated he would make some calls to try to find someone.
- Joy Ciocca presented two proposals from Epperson Tree. One revised quote for the trimming instead of removal of the two willow trees and other recommended trimming and another for the Winter pruning of the RedBuds, Dogwoods and Japanese Maple. A motion was made, seconded, and approved by a vote of 5-0 to accept both quotes for \$900.00 and \$500.00 to have the tree work completed as quoted. Joy Ciocca will contact Epperson to get this work scheduled.
- Joy Ciocca reported that Travis Smith of SEEC, Inc has not sent the invoice yet for the work completed in August. We anticipate the POA portion to be ~\$2,000.

Discussion Items:

- Joy Ciocca presented a draft Seasonal Landscape Maintenance Contract that she worked on taking into consideration the information that Epperson Tree provided during the walk through. After discussions, it was agreed to use this to present to our landscape contractor to explain what we want done and when and to get pricing. Joy Ciocca will handle contacting the landscaper.
- Melva Dye opened a discussion regarding the beaver damage at the east stream. After discussions it was decided that Joe Pritchett discuss with David McKinsey, Lot 26 to coordinate repair and will report back to the board.
- Joy Ciocca discussed the board responsibilities, contractor information and volunteer list that she previously provided by email. She stated it will be up to the next board to determine how to fulfill the responsibilities. She requested that the current board review the volunteer list and email if they have any changes as she will speak on this at the annual meeting and request volunteers after via email.
- Melva Dye opened a discussion regarding the Annual Meeting. After discussion, it was decided to have the meeting outside in the pool area, in case of rain, it would be held indoors, and masks would be required. Joy Ciocca said she would work on set up the night before and handled getting refreshments and would reach out if she needed assistance. Joy also reported that based on email responses we are close to the number required for a quorum. She will send another reminder email next week and the week of the meeting.
- The date of the next board meeting: to be determined.

Adjournment:

- The meeting was adjourned at 7:54pm.

J. Randy Fields, Inc.
106 Country Woods Drive
Rutherfordton, NC 28139 US
828-289-0373
jrandyfields@gmail.com



Estimate

ADDRESS

Firefly Cove Club House
111 Chapel Point Road
Lake Lure, NC 28746

SHIP TO

Firefly Cove Club House
111 Chapel Point Road
Lake Lure, NC 28746

ESTIMATE # 1020

DATE 09/17/2021

DATE	ACTIVITY	AMOUNT
	Club House Pool Deck Repairs: Removal of channel drain grates Removal of all debris that is plugging channel drain system Flush drains to assure good water flow Replace drain grates: May require additional work. Will advise once grates are being removed. Observation showed the grates mortared in at time of deck stone grouting installation. Grind stone lippage (toe stub area) at deep end deck side of pool. Flatten the natural stone to help reduce the trip hazard.	2,880.00
TOTAL		\$2,880.00

Accepted By

Accepted Date

Epperson Tree
 2080 Mountain Page Rd
 Saluda, NC 28773-7827 US
 (828)606-4980
 eppersontreeservice@yahoo.com



Estimate

ADDRESS

136 Firefly Cove
 Firefly Cove
 Lake Lure, NC 28746
 215-292-2433

ESTIMATE # 11490
DATE 07/28/2021

ACTIVITY	QTY	RATE	AMOUNT
Tree Removal & Trims POA tree work Gate code 4261# Need track hoe, and two chip trucks. At the gate remove one one marked willow tree. In front of the lodge, Remove one marked willow tree Trim one marked arborvitae for roof clearance . Trim one marked marked red bud for roof clearance, and vehicle clearance. Trim one marked red bud for dead wood, and trim away from other trees. Trim one marked sugar maple, thin interior. On left side of lodge Trim one marked sugar maple for roof clearance. At the boat dock Trim two marked sycamore trees for lawn mower clearance. All with clean up.	1	0.00	0.00
Job site location 136 firefly cove, lake lure	1	0.00	0.00
Revision Revision by Matt on 9/21/21. Do not need track hoe or the second chip truck. Do not cut down the 2 willow trees in the beginning of the quote. Instead trim the one near the lodge up and away from the stairs.	1	900.00	900.00

Please like us on Facebook! Epperson's Tree Service

Payment due at completion of job. Unpaid invoices over 30 days will be charged a 10% late fee!

All work performed in accordance with ANSI A300 standards.

Not responsible for driveways due to driving necessary equipment to complete the job!

ACTIVITY	QTY	RATE	AMOUNT
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Trim the one at the entrance for driveway clearance.
 The price shown has been updated and is correct.

MB/BR	TOTAL	\$900.00
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Accepted By

Accepted Date

Please like us on Facebook! Epperson's Tree Service

Payment due at completion of job. Unpaid invoices over 30 days will be charged a 10% late fee!

All work performed in accordance with ANSI A300 standards.

Not responsible for driveways due to driving necessary equipment to complete the job!



Proposal For

Joy Ciocca Firefly Cove POA

136 Firefly Cove
Gate Code 4261#

main: (215) 292-2433
fireflycovesec@gmail.com

Location

136 Firefly Cove
Lake Lure, NC 28746

Joy Ciocca Firefly Cove POA

Terms
Due on receipt

ITEM DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
<p>1) Winter Pruning Firefly Cove POA:</p> <p>In front of building, trim 2 Redbuds. Behind pool, trim 3 Dogwoods, 1 Japanese Maple and one Redbud on right rear corner of building.</p> <p>Trim 1 Crepe Myrtle on left side of house #194 at the trail head for the boat dock.</p> <p>All with clean-up. If accepted, this will be scheduled in February.</p>	1	\$ 500.00	\$ 500.00

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. Balances not paid by the due date are subject to late fees.

SUBTOTAL	\$ 500.00
SALES TAX	\$ 0.00
TOTAL	\$ 500.00

Signature

x

Date:

Please sign here to accept the terms and conditions



Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

Seasonal Landscape Maintenance Contract

_____, will provide Firefly Cove Property Owners Association Inc. (POA) with seasonal landscape maintenance services.

Seasonal Landscape Maintenance and leaf removal Services include but are not limited to:

- Plants/Shrubs Pruning/Trimming/Cutting
- Plant/Shrub Maintenance
- Fall/Spring Leaf Service

As outlined in detail in Attachment A below.

Pricing

Winter Service at cost of \$_____per site visit.

Spring/Fall Service at cost of \$_____per site visit.

Maintenance Service at cost of \$_____per site visit.

Leaf Service at cost of \$_____per site visit.

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 _____ and expires on December 31, 2022.
(Date)

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

may cancel this agreement, without penalty, by a 90 day written notice.

Vendor Signature

Date

Name and Address of Vendor

Phone Number of Vendor

Email of Vendor

Firefly Cove POA Inc. Signature

Date

Firefly Cove
AT LAKE LURE

Firefly Cove Property Owners Association, Inc.

PO Box 303 Lake Lure, NC 28746

ATTACHMENT A

Pruning/Trimming/Cutting

(See Area B Village, Lodge, and Dock Area, Area C Lot 36, and Area D The Ridges)

- Provide plant/shrub maintenance to all plants and shrubs by pruning and trimming for appearance and proper growth as per Service Calendar.
- All debris generated from pruning and trimming will be removed on the day of the pruning and trimming.
- All "dead" or brown appearance will be pruned; major cutting back of any shrub will be done with the approval of the Firefly Cove POA.

Plant and Shrub Maintenance

(See Area B Village, Lodge, and Dock Area, Area C Lot 36, and Area D The Ridges)

- Flowering Plants will be dead headed during flowering season.
- Mulched areas and Plant and Shrub Areas will be free of weeds by pulling or sprayed. If sprayed pull after dies for clean appearance.

Fall Leaf Services

(See Area B Village, Lodge, and Dock Area, Area C Lot 36, and Area D The Ridges)

- Leaf Services will be performed in the fall and spring. This will include blowing leaves out of beds, mulch/pine straw areas, path to the dock, the dock area, all parking areas, culverts, and hard surfaces. Leaves and debris will be removed from the site.
- Leaf Service will begin no sooner than when deciduous leaves begin their fall and will cease when the majority of the same leaves have fallen. Leaves will be mulched on turf areas while performing weekly mowing of turf area between leaf removals.
- Additional leaf services will be performed on a time and material basis upon request.

Firefly Cove Property Owners Association, Inc.

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Service Calendar

Type of Plant	Winter Feb 15- Mar 31	After Blooming Is Complete	During Flowering Season	Spring/Fall	Desired Height
Crape Myrtle	Trim				6'-10'
Roses	Prune		Dead Head		3'-4'
Rhododendron	Trim				6'-10'
Big/Oak Leaf Hydrangea	Cut Back				2'-4'
Butterfly Bush	Trim				6'-10'
Rosemary	Cut Back				
Lavendar	Cut Back				
Heather	Cut Back				
Nellie Stevens Holly Bushes (Parking Area- front of Metal Box)	Trim				8'-10'
Alder Bush(Parking Area)	Trim				6'-10'
Mt. Laurel		Prune			3'-4'
Azalea		Prune			3'-4'
Ferns		Cut Back			
Spirea				Trim	3'-5'
Golden Euonymus				Trim	3'-4'
Horse Chestnut Plant				Cut Back	
Bushes Along Pool Fence				Trim	3'-5'
Glossy Abelia				Trim	3'-5'
Service Berry Bush				Trim	4'-8'
Teaberry Bush				Trim	4'-8'
Vinca				Cut Back	
Mt. Holly				Trim	3'-5'
Gardenia		Prune/Shape	Dead Head		3'-5'
Established Bushes outside gate				Trim	4'-8'
Day Lilies		Cut Back			Keep off driveway and walkway/stair access
Leaf Removal				Remove	

***Crape Myrtle-DO NOT CUT DOWN TO STUB, can be cut down from top up to 2', remove sprout/suckers at base.**

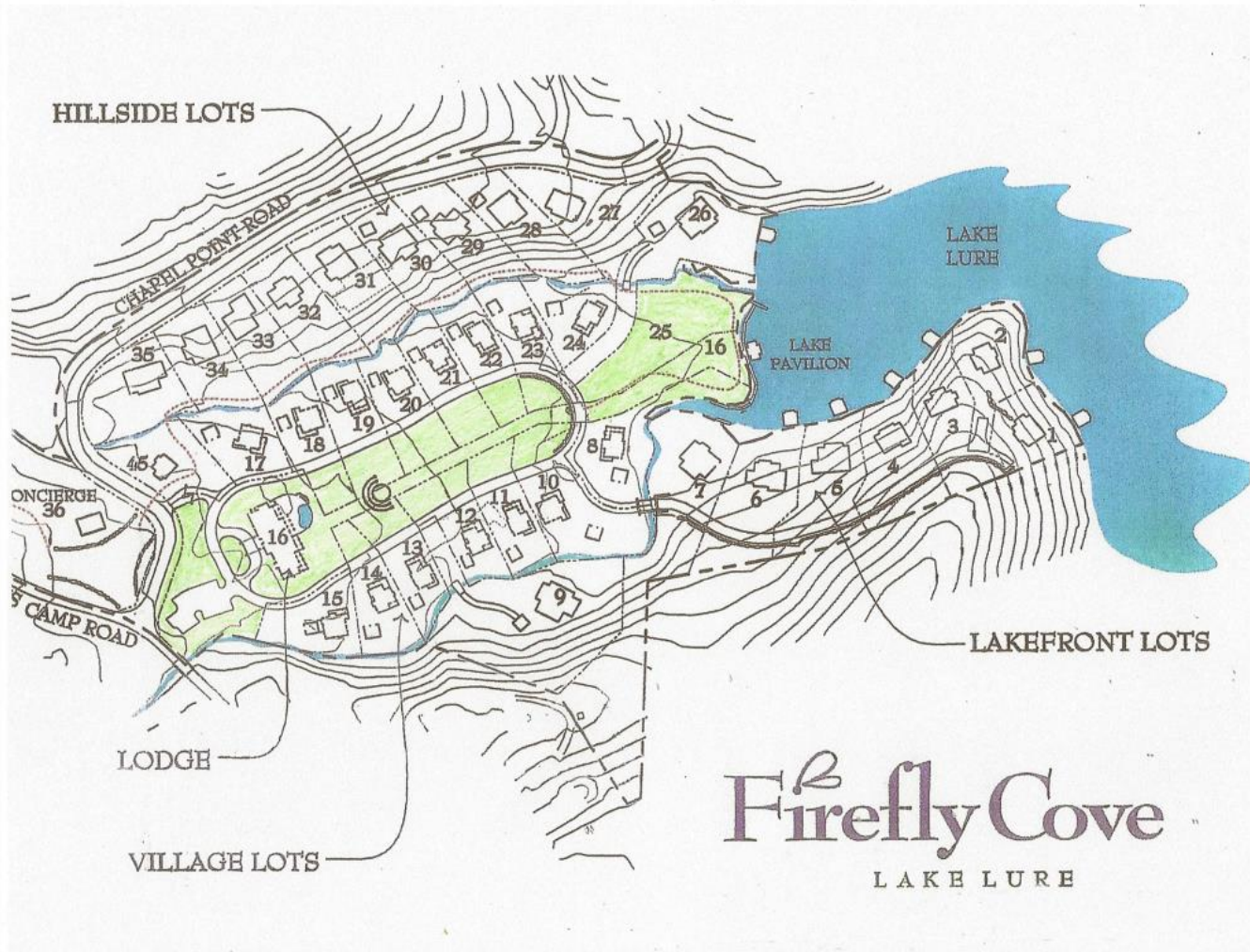
****Roses- can be cut back up to 2', must hand prune**

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Area B Village, Lodge, and Dock

Lot 16 and Lot 25 Plant/Shrub Maintenance and Leaf Removal Map



Note: All Plant/Shrub Maintenance and Leaf Removal in the Shaded Green area is to be maintained as per agreement

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Area C

Lot 36 Plant/Shrub Maintenance and Leaf Removal Map



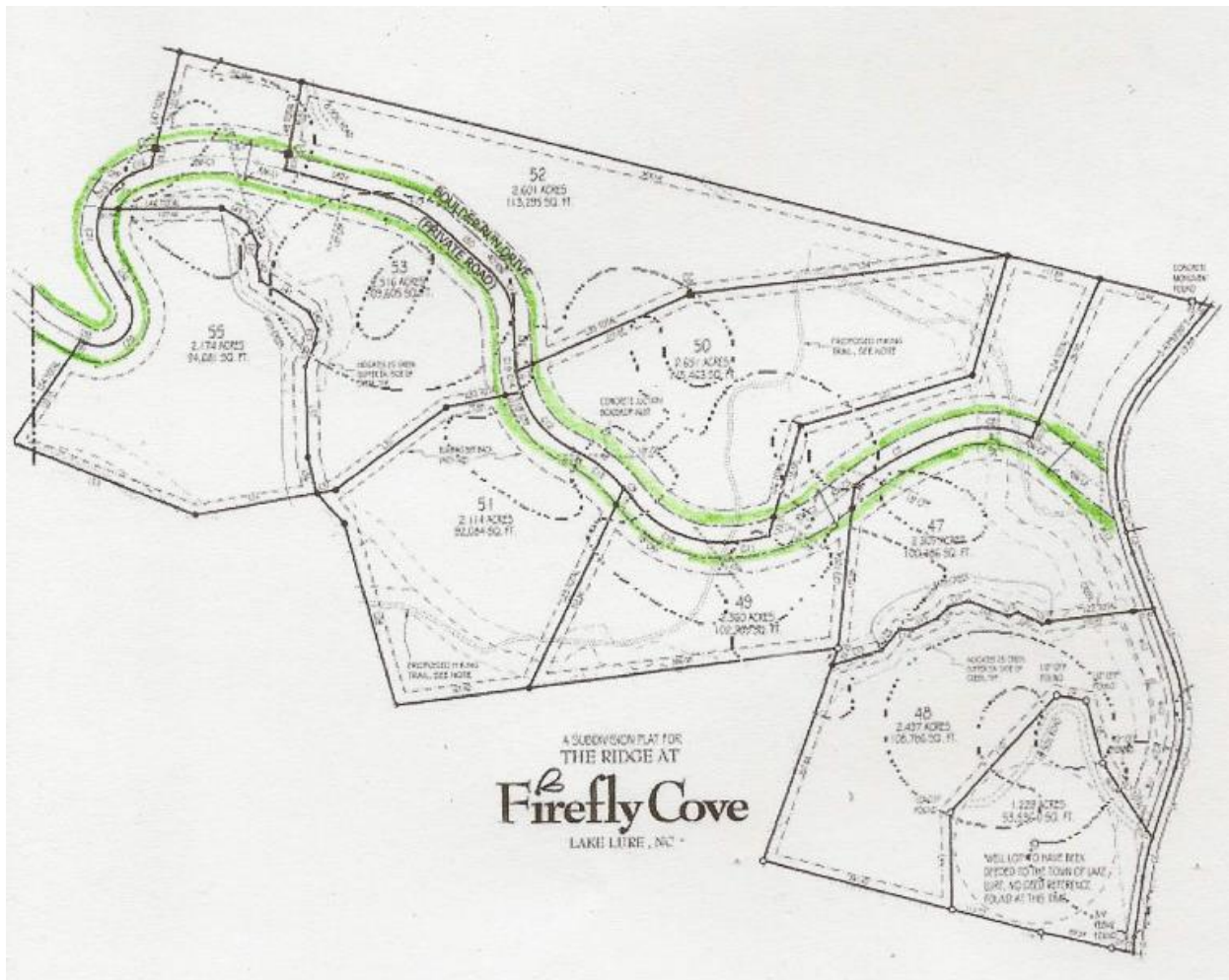
Note: Shaded Areas A, B, and C highlighted in green is to have plant/shrub maintenance and leaf removal as per agreement dated March 9, 2013 between the Firefly POA and the Owners of Lot 36

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Area D The Ridges

The Ridges Plant/Shrub Maintenance and Leaf Removal Map



Note: The entrance to The Ridges is to have plant/shrub maintenance and leaf removal as per agreement dated February 7, 2015 between the Firefly Cove POA and the owners of Lot 47.