PLEASE BRING THIS PACKET TO THE MEETING

December 2015

To: All members of the Sweetgrass Homeowners Association From: Michael Hunter, President of the Board of Directors Re: Annual Meeting of the Association

> ANNUAL MEETING TIME: 7:00PM

DATE: TUESDAY, JANUARY 12, 2016 (Light refreshments will be served beginning at 6:30 PM)

LOCATION:
FRANKE AT SEASIDE
RODENBURG CHAPEL
1885 RIFLE RANGE ROAD
MOUNT PLEASANT, SC 29464

(Official notification of Annual Meeting between 10 and 30 days prior to January 12, 2016)

ORDER OF BUSINESS

- A. Meeting Call to Order
- B. Roll Call
- C. Proof of proper notice of the meeting
- D. Presentation of the minutes of the preceding annual meeting
- E. Report of Board of Directors
- F. 2015 Financial Report and Financial AuditReport
- G. Election of Directors
 - a. 3 directorships are up for 2 year election
 - b. Nominations from the floor
- H. New Business
 - a. Approval of Recommended 2016 Annual Operational Budget based on the continued current \$225 regime fee
 - b. Approval of Capital Budget
 - c. Suggestions for new projects
 - d. Homeowner comments will be limited to two minutes. To speak, you must be a member in good standing, current with all fees and dues.
- 1. Being no further business on the agenda, the meeting is adjourned.

GENERAL INFORMATION

We have included in this packet, minutes from the 2015 annual meeting, 2015 Annual report of the Board of Directors and Officers. This is done to give the members information in advance to shorten the annual meeting and to make the meeting run more smoothly. In additional, you will find the financial statement for the fiscal year to date and results of the financial audit. These were used in preparation of the budget for 2016.

PROXIES

All property owners are encouraged to attend the annual meeting. If for some reason you are unable to attend, the **Homeowners Proxy** is provided for you in the packet to properly execute and turn in.

Your signed proxies <u>must be turned over to the Secretary of the Board prior to the start of business at the annual meeting</u>, by whomever you give your proxy, with any instructions on how you wish to vote.

MEMBERSHIP AND VOTING RIGHTS

Section 3. The membership rights of any person whose interest in the Properties is subject to assessments, whether or not they be personally obligated to pay such assessments are suspended by action of the directors during the period when the assessments remain unpaid but upon payment of such assessments and rights and privileges shall be automatically restored. Members who have not paid their 2015 annual assessment fees or any preceding years will not be allowed to participate or vote at the 2016 Annual Meeting.

ELECTION OF OFFICERS

Every annual meeting there are either three (3) or four (4) of the seven (7) two-year terms for directors that expire. This year there are three (3) 2-year positions open for re-election or replacement. In accordance with the By-Laws, all directors shall continue serving until replaced.

With 253 houses in Sweetgrass, there is always need for volunteers to help keep the neighborhood running smoothly. The Board meets once a month. Each committee will carry out additional projects.

There are several owners who have expressed some ideas of what they would like to see done or changed. Please consider volunteering as a Director or committee member. Community service is what helps preserve your property value. Please attend the Annual Meeting and please advise our Property Manager (856-6556) of your interest to serve on the Board at least 3 days prior to the meeting so your name may appear on the printed ballot. Sign-up sheets for committees will be at the registration desk.

Nominations from the floor at the meeting will only be accepted if the nominee is present and gives consent to accept the nomination.

HOMEOWNERS PROXY SWEETGRASS HOMEOWNERS ASSOCIATION

A QUORUM IS REQUIRED TO CONDUCT OFFICIAL BUSINESS. IF YOU ATTEND THE MEETING, YOU MAY VOTE IN PERSON. IF YOU DO NOT ATTEND, DESIGNATE A PROXY TO VOTE FOR YOU AND PROVIDE HIM OR HER WITH THIS PROXY.

I,	, the undersigned Association
I,	at any meeting of Sweetgrass Homeowners
The undersigned designate(s) and appoint(s)	Designate Member
As Proxy for this Annual Meeting	
Business meeting. A proxy may be revocable	by may cast my vote at the 2015 Annual Association e at will unless it states otherwise. No proxy shall be of the Association. The member shall be deemed to present and voting.
Date of signing	
Printed name of Homeowner	
Address of Homeowner	
Signature of Homeowner	
WITNESS	

This form may be used if you are unable to attend the meeting and are not voting online.

SWEETGRASS ANNUAL HOMEOWNERS MEETING January 13, 2015 MINUTES

Meeting called to order at 7 PM by the HOA president, Doug Elliott, who thanked the Franke Home for providing a meeting space for the Annual Meeting, as well as a conference room for monthly Board Meetings. Homeowners approved not having a roll call.

Proof of notice of meeting was mailed Dec. 29th within the 10-20 days required. Homeowners were sent last year's Annual Meeting minutes in their packets, and voted to not have them read at the meeting.

Doug Elliott, President, explained that 3 bids had been received to complete the IOP fence. Maner Company was chosen because they came in with the lowest bid, and they proved to be quite accommodating and easy to work with. In addition, the fence has now been completed rather than sections done over a period of years because the treasury received an additional \$12,000 in overdue regime fees and penalties. He noted that most of this was paid by one homeowner, who felt pressured when possible foreclosure was suggested by the HOA Board.

Doug also stated that the landscaping contract had been renegotiated and bids received. The Greenery, who also does Seaside Farms, won with the lowest bid. The HOA will now save over \$4000 in landscaping fees and \$2000 on the ponds. The Board also decided to reduce the insurance on the fence, which is another \$1,000 savings per year. Doug noted, however, that there are a number of new costs coming, including the need for a new community bulletin board at the entrance, which has been eaten by termites and dry rot. Also, the new fence needs to coating to preserve it and we have major electrical problems at the entrance. As a result, our Christmas lights stopped working. We will need to get bids for this repair.

Doug introduced the present Board except Troy Draughn, ARB chair, who could not attend. He noted that Buddy Mullan, landscaping chair, joined the Board replacing Letty Whitehead. He also introduced David Frost, legal consultant, who has been reviewing our Covenants and Restrictions and Rules and Regulations that may need updating.

JR Nelson, Ponds Chair, gave a short presentation about the new pond (#6) put in by Pulte. The Board will look into planting additional trees around the pond and stock the pond with the money provided by Pulte. JR stated he feels new locks need to replace the present ones on the gate around this pond, and he will contact Pulte about this. JR stated that pond #5 on Falling Creek Circle has a big problem with algae caused by nitrates. The State has new regulations, which we need to keep up with. One natural solution might be to use a floating island, which puts oxygen in the water and takes pollutants out. They have used this at Charleston National subdivision. He would like to try a 15-foot natural island in pond #5 as an experiment. There is also an erosion problem experienced by some homeowners on the ponds. Wet carpet may be one solution or sandbagging for bad erosion.

The 2014 Financial Report and audit presented. Debbie explained that we presently have \$9400 in our Capital Account. Doug explained that the remaining 1481 feet of the fence on IOP cost \$37,480. However, \$24,980 was paid in 2014 because we are required to spend no more than \$35K from capital funds in any year. Maner was paid the remaining \$12,500 this month- the beginning of 2015

Doug is resigning mid-term as president of the board, as he has a new job and aging parents to assist. There are 3 directorships up for 2-year positions. JR, Jim and Alice have agreed to continue on the Board. There was only one nomination from the floor. Suzanne Meister nominated Michael Hunter for a directorship and Randy Greenberg seconded the nomination. Members voted to elect him. There were no other nominations for the remaining positions. One homeowner suggested we waive the regime fee for those serving on the Board as an incentive to get more folks willing to be on the Board.

New Business

Homeowners approved the 2015 Annual Operational budget provided in the packet sent to them. There were no questions from the floor. As to the Capital budget, JR explained that the floating island experiment will cost \$1266.95 and a wetland carpet in the front pond would be \$950-capital improvements. Both budgets were passed by the HOA members.

Information on a possible amendment to allow email notification and voting was explained by David Frost, legal consultant. He noted that this allows more participation by HOA owners to get anything changed, since so many do not attend the Annual Meeting. To make any change in the C&Rs requires 75%, which is probably impossible. For Rules and Regs requires 51%. Email voting could expedite this. Some members already sent their proxies on this. However, floor questions about whether the amendment was just about receiving email notifications or just voting on an amendment were raised. David and the Board will rewrite to clarify if owners wish to receive just communications and/or vote by email and present this later.

Homeowners were offered the floor to make comments or ask questions. Diane Dupuis complained about owners who let their dogs poop on others property or the street. Is there anything we can do? Another owner asked how we could enforce a renter to keep their property clean. Doug suggested we notify A+ to send a letter to the owner. There was a brief discussion on the number of rentals, which at present is about 22%. At a certain threshold, mortgage lenders raise points or refuse to finance new homes where there are too many rentals. Lou Grillo complained that there was no access to the new pond (6) to fish or view, since 2 homes on the pond had added fences. One of those homeowners explained they had done this to keep teens from partying without permission on their property. JR explained that the town had given Pulte permission to extend the pond beyond what we had expected. The only easement to this pond would be through the boatyard if it was expanded. Another homeowner complained about fireworks scaring the wildlife. Jim explained there were over 50 geese which pollute yards and the pond and the fireworks were to scare them away. Another homeowner complained they had to install a zigzag fence, instead of a straight one, because of ARB regulations. Some homeowners also complained about speeding in the neighborhood. Doug stated that Kris Turin had started a petition to add at least 2 speed bumps, but had not received sufficient signatures to have the police department do a study. Doug suggested that owners try to get the license number to report speeders to the police.

There was a motion to adjourn the meeting and it was seconded. The Annual Meeting was adjourned at 9:30 PM

Respectfully Submitted, Alice Williams Secretary

PRESIDENT'S ANNUAL REPORT FOR 2015 MICHAEL HUNTER, PRESIDENT

2015 was a great year to be in Sweetgrass. While we may have said goodbye to old neighbors, we have also had the opportunity to welcome many new people to the neighborhood and start new friendships. One of the focuses in 2016 is to do more as a neighborhood and I look forward to meeting more of my neighbors. I have had the pleasure of working with a great group on the board this year. Thanks for making it a great year.

As a whole, 2015 was a relatively quiet year for Sweetgrass. Many thanks need to go to Doug Eiliott and the previous board for all of their work concerning the new fence on the IOP Connector and the new retention pond project with Pulte. Those were not small endeavors and many people poured a lot of blood, sweat and tears into them. Those projects were all but done when we started the year.

If we gave out a "Neighbor of the Year" award in Sweetgrass, my vote would go to JR Nelson. As a fellow board member, this man has been the driving force behind much of what has been accomplished this year and deserves much more than a pat on the back. JR was the spearhead for the beautification project at the entrance to the neighborhood and has also been in charge of our ponds. If you will recall, we had nearly 25" of rain in our neighborhood during "The Flood", and to my knowledge, damage to our neighborhood was minimal. JR has worked closely with the pond management company to ensure that the ponds were healthy and would handle things in case of such a disastrous event. There are some areas that we felt could have functioned better and these will be the focus of our dredging project this year.

I mentioned the front beautification project. This was indeed a large undertaking. JR was the guy that was acting as the general contractor. He was coordinating the different contractors that we had up there in the area. Unfortunately, we found out that we had some serious issues with our electrical system and basically had to have the entire system replaced properly. JR was instrumental in getting this project done in a quick and professional manner. JR also worked closely with our pond management company, The Greenery, in installing the floating island in the pond on Falling Creek Circle. The island looked great and did a super job of making that pond healthier. There are more islands planned for some of the other ponds.

The one thing that I would like to see more of in 2016 is interaction in the neighborhood. We added a little more to the Resident Relations part of the budget and Communications. Be on the lookout for some fun things going on this year!! We also now have NEXTDOOR and a Sweetgrass Neighbors group on Facebook. There are a lot of places to get plugged in.

There are a couple of things that I need to bring to your attention.

- 1. In the packet is an occupancy letter. Please fill it in and either bring it with you to the annual meeting, or return it with your dues.
- 2. We are integrating electronic voting into the Sweetgrass system! On the enclosed form, you will choose one person per household to be the designated voter. As the website allows only one email per user, there may be some changes to your log-in information as we make the transition. A-Plus will help if you have any issues.
- 3. The back gate codes are changing at the first of the year. You will need to be registered, either as a voter or regular subscriber, on the website at www.sweetgrasshoa.org to get the code.

There are 253 houses in Sweetgrass. Turnout is usually pretty light at the annual meeting. If we had a representative from half of the homes there, we would be looking at 126 people. I would love to see that many people in the chapel at Franke Home!! I hope to see you at the meeting in January! Thanks,

Michael Hunter

TREASURER'S REPORT

2015 was another year with no major hurdles or unexpected expenses. We reviewed the current insurance coverage with our agent and decided to make a few changes. We consolidated accounts from many banks to one bank. At the end of the year, we had a surplus. We took \$10,000 out of the operating account and moved it into savings and have it earmarked to go towards our dredging project in 2016. There are a few changes in the budget for 2016 that you will find in this packet.

Iim Meister

ARB ANNUAL REPORT

From the ARB Committee we had a great year approving a total of 30 request, all improving the appearance of our neighborhood.

There still seems to be some confusion, as to what requires an ARB request. The easiest way to look at it is; any change to the outside of your home or property requires ARB approval. I assure you my committee will work with you in a timely minor. I truly understand when you want to make improvements, the last thing you want to hear is you have to wait for an ARB approval. Once your request has be submitted to me either by email, personal delivery, or through our property management and you haven't received a reply within three days, please feel free to call my cell number and I will correct the process delay immediately. My number one priority is for our neighborhood to be one of the best looking in the area and with your help, we can continue to achieve that goal.

Troy Draughn- Chairman

LANDSCAPING COMMITTEE ANNUAL REPORT

This year the Landscaping Committee has been involved in some major enhancements in the Sweetgrass Neighborhood. To begin with, we changed Landscaping Contractors and selected The Greenery to help maintain the common areas, trees and shrubbery, and provide the grass cutting services. We have been pleased with their performance and have been great to work with. Next year, they will have some additional grass cutting responsibilities when Pulte turns the new pond#6 over to us to maintain.

One activity that we decided to undertake this year was to beautify the front entrance, and remove the dead and dying juniper bushes and hawthorns and replace them with perennials plants that are more suitable for our area and require less maintenance. However, we also incurred another problem at that time with our electrical lines that control the lights and electrical outlets in that area. Apparently they had been repaired a few times in the past, so who knows what was done that might have created this problem. Anyway, it was decided we would replace all the electrical lines as well as all of the lights. With the Landscaping Committee working closely with the Greenery, the project took about 4 months to complete. Since its completion, we have received may compliments on its beauty.

We also had our Washingtonian Palms trimmed this year and will be working in 2016 to have these Palms replaced. This type of Palm tree grows to a height that makes it hard and expensive to trim. Not many contractors, because of insurance regulations, will work on this type of palm tree.

J.R. Nelson

BOATYARD ANNUAL REPORT FOR 2015

There has been a lot of activity recently in the boatyard. Many people have moved in and out and as of 12/10/15 we have three spots available. The charge for rental will be pro-rated according to the date of the rental through the end of June 2016. As a reminder, in order to secure a spot in the boatyard, the boat owner must be a current resident and be current on all fees due to the HOA. July 1st, 2016 is the start of the next rental cycle. After 8/1/2016 a late fee of \$25 per month will be added. Fill out all necessary paperwork and send with a check to the following:

A-Plus Property Management PO Box 1903 Mt. Pleasant, SC 29465

Or, drop it off at 1135 Bowman Road, Unit 529A. Lease forms and rules can be downloaded from the Property Owners' section of the HOA website, www.sweetgrasshoa.org.

Thanks, Jim Meister

COMMUNICATIONS ANNUAL REPORT

Diana Dupuis took over the communications board in August. Since then, a closed group for the community on Facebook was implemented called Sweetgrass Neighbors. It is an active group and has served as a vehicle for the neighbors to ask questions to one another and the HOA to communicate information regarding neighborhood events and needs. All community members are encouraged to join.

In addition, the SweetgrassHOA.org website is still active and contains all contact information for board members and property management, as well as meeting minutes, covenants, and forms.

For those members who do not use the internet, the newsletter is still produced and distributed.

More effective ways for the board to communicate with the community as well as for the neighborhood as a whole to become more cohesive has been her goal since taking the seat.

ANNUAL PONDS COMMITTEE REPORT FOR 2015

As most of you are aware, the ponds in the Sweetgrass development are a series of manmade ponds that were built to help control the storm water runoff. The storm water flows from one pond to another and into other developments storm water systems until it reaches the sea. This year the entire system was tested when we went through the storm of the century that dumped 28 inches of rain on us. This is more rain than we would receive from most hurricanes. Even with this large volume storm water that flowed into our 6 ponds, the storm water system functioned as designed. However, some developments around the county didn't fare as well as they were damaged by the raising water. I guess we can contribute that to the monitoring of our ponds, making sure there are no drainage blockages, and no unwanted tree or shrubbery growth that could prohibit water flow. Also, our new pond that was constructed last year is a part of that equation.

Other activities that were performed this year, was the addition of a Floating Wetland to Pond #5, in the Falling Creek area to help address an issue we were having with the clarity of the water. This floating platform of aquatic plants with its large root system helps remove impurities in the water as well as create a safe haven for the fish. It also provides a beautiful display of flowers throughout most of the year. Related to this, we also added a Wetland Carpet in our front fountain location to help address an erosion issue we have there. This was primary our effort to introduce to our property owners a method to help control property erosion.

We also were forced to upgrade our fountain lights as the old ones were beginning to fail. They were replaced with a new digital LED lighting system that will last longer and gives us the flexibility to easily change the colors of the lights to reflect the various holidays. We are the only neighborhood in this area to have this type of lighting system, and throughout the year, we have received many compliments on it.

This was also our first year working with our new ponds management company The Greenery. They have done a great job in addressing our ponds issues and monitoring the algae and other plant growth that could be a future issue.

It has been a very busy year trying to keep up with all the pond activities that have happened and the upcoming year should be just as busy. There are a lot of new things on the drawing board for the New Year and we certainly could use some additional committee members. If you are interested, please contact either Michael Hunter (843-200-3263) or myself (843-330-3457).

J.R. Nelson - Ponds Chair

SOCIAL COMMITTEE REPORT

The Social Committee welcomed 16 new homeowners to Sweetgrass in 2015. This was an increase from the 12 new neighbors who joined us in 2014. Our community continues to be a very desirable location with home values increasing.

The annual Sweetgrass Yard Sale was held in May in conjunction with our neighbors in Hidden Lakes subdivision. For the July 4th holiday, we had great participation as we once had our Children's Parade. This was followed by a community Meet and Greet with refreshments at the front fountain. Awards were given for best decorations and a drawing.

In October, we did our East Cooper Community Outreach project. We had a food drive and many residents participated. This was followed by our Halloween/Fall Harvest decoration contest. The winners were rewarded with Target Gift Cards. The results were as follows:

Ghost and Goblins 1809 Falling Creek Circle- first prize

1274 Horseshoe Bend- second prize

Fall Harvest- 1922 Oak Tree Lane- first prize

Winter holiday awards will be judged in late December, and refreshments will be provided at our Homeowners Annual Meeting in January 2016.

Thanks to all those Sweetgrass folks who helped with these events during the year.

Alice Williams- Social Chair



1227 Llewellyn Road Mount Pleasant, SC 29464 352.978.7288

December 13, 2015

Sweetgrass HOA
C/O A+ Property Management
P.O. Box 2218
Mount Pleasant, South Carolina 29465

Sweetgrass HOA Board of Directors:

A cumulative review of your 2015 accounting records has been completed. No discrepancies were found.

Should you have any questions please do not hesitate to contact me at the above number.

Best Regards,

Linda C. Coke Consultant

Balance Sheet

Sweetgrass Homeowners Association PO Box 2218 Mount Pleasant, SC 29464

Year-to-Date Totals up to 11-30-2015

ASSETS				
1100	Cash - CresCom	\$20,093.51		
1200	Savings - CresCom	\$9,216.41		
1252	CD-BNC	\$10,025.23		
1270	Capital Account CresCom	\$22,594.79		
	CURRENT ASSETS		\$61,929.94	
	TOTAL ASSET			\$61,929.94
LIABILITY				
2300	Pond Escrow	\$2,550.00		
2800	Key deposits	\$260.00		
	TOTAL LIABILITIES		\$2,810.00	
CAPITAL				
3200	Retained Earnings	\$45,436.07		
3300	Current Earnings	\$13,683.87		
	TOTAL CAPITAL		\$59,119.94	
	TOTAL LIABILITIES + EQUITY			\$61,929.94

Sweetgrass Homeonwers Association

Account		2015 Budget	2015 thru Dec 18	2016 proposed
	Regular Income			
4100	Dues Income	56925	58375	56925
4200	Boat Storage Income	4800	4710	4800
4300	Miscellaneous Income	0	1215	0
4320	Capital Transfer Fee	0	11351.8	0
4350	Interest	0	28.53	0
4355	Interest - CD		0	0
	Total Regular Income	61725	75680.33	61725
	Additional Income			
4650	Late Fees	0	6955	0
4675	Violations	0	235	
	Total Additional Income	0	7190	0
	TOTAL INCOME	61725	82870.33	61725
	* EXPENSES *			
	UTILITIES			
5025	Electric, Common	5000	3575.31	5000
5030	Water & Sewer, Common	800	824.39	1000
	Total Utilities	5800	4399.7	6000
	ADMINISTRATIVE			
5110	Office Supplies/Expenses	700	523.98	700
5110	Bank fees	0	3	0
5130	Printed Items	800	0	800
5140	Postage	800	178.97	800
5160	Resident Relations	1,294.00	1066.99	2000
5170	Management Fees	15,000.00	15000	15000
5180	Legal & Professional Fees	1,200.00	478.8	1200
5190	Accounting	675	660	675
5200	Miscellaneous Expenses	400	0	400
	Total Administrative	20,869.00	17,911.74	21,575.00
	MARKETING			
5240	Newsletter	700	315.84	700
5242	Website	225	131.11	1000
	Total Marketing	925	446.95	1700

Sweetgrass Homeonwers Association

Account		2015 Budget	2015 thru Dec 18	2016 proposed
	GROUNDS			
5270	Annual Flowers	3,000.00	2,080.99	3,000.00
5272	Annual Mulch	1,250.00	547.93	2,800.00
5280	Landscape Contracts	9,180.00	9445	12500
5285	Landscape/Trees/Bushes	5,000.00	1060.4	5000
5290	Irrigation Maintenance	250	129.7	250
5295	Lake/Pond Maintenance	4,000.00	9105.28	4000
5297	Fish Replenishment	1,500.00	0	1500
5298	Erosion Control	1,000.00	1038.35	1000
5299	Wildlife Control	0	0	1000
	Total Grounds	25,180.00	23,407.65	31,050.00
	MAINTENANCE			
5320	General Repairs	750	365.49	750
5322	Keys & Locks	0	18.92	0
5325	Electrical Repair	750	976.21	750
5335	Backflow Testing	50	0	50
	Total Maintenance	1550	1360.62	1550
	BOAT STORAGE	**********		********
5372	Boatyard keys/locks	300	0	300
5374	Yard Maintenace Repairs	400	0	400
5375	Camera Maint Contract	500	452,22	500
	Total Boat Storage	1200	452.22	1200
	TAXES, FEES & INSURANCE		********	
5410	Property Taxes	800	848.31	900
5415	General Insurance	3,535.00	-645	2000
	Total Taxes, Fees & Insurance	4,335.00	203.31	2,900.00
	TOTAL OPERATING EXPENS	59,859.00	48,182.19	65,975.00
	OPERATING PROFIT	1,866.00	27,498.14	-4,250.00

Sweetgrass Homeonwers Association

Account		2015 Budget	2015 thru Dec 18	2016 proposed
	CAPITAL IMPROVEMENTS			
5510* 5511 5515 5516	Common Area Improvements prior year carry forward - fence dredging Signage improvements	1866 12483 0 0	10163.47 12483 0 817.38	7300 0 22000 1000
	Total Improvements	14,349.00	23,463.85	30,300.00
	TOTAL EXPENSES	74,208.00	71,646.04	96,275.00
	TOTAL PROFIT/LOSS	-12,483.00	4,034.29	-34,550.00
	OPERATING PROFIT	-12,483.00	11,224.29	-34,550.00
*	unexpected electrical issues and upgrading front area appearance Proposed for 2016			
	bubblers islands	4500 2800		
	dredging	\$10,000 reserved	for project	