



August Minutes – 2013
Minutes of Board of Directors Meeting
Taberna Master Homeowners Association, Inc.
August 27, 2013

Board Members Attending

James Dugan	President
Gene Sharer	Vice-President
Paul Tracewell	Treasurer
Craig Baader	Asst. Treasurer
Louise Vondran	Secretary
Nick D'Alessandro	Asst. Secretary
Joe Kelly	Member at Large

Committee Members Attending

Joe Kelly
Dick Turner

CAS Attending

Brooke Baughn, Community Manager

Call to Order

The meeting was called to order at 3:00 p.m. by James Dugan, President

Roll Call of Members Present

- A roll call conducted by Louise Vondran determined that a quorum was present

Minutes Review/Approval

- There were no objections or corrections to the July minutes. The following motion was approved by the Board:
MOTION to approve the July minutes as presented

Architectural Control Committee Report

- A discussion took place regarding the Covenants as they relate to wetlands and impervious surface limits. Both Sections 4 and 5 of the Covenants clearly state that any landscape modification must be presented to the Architectural Control Committee for approval with no limits set. Dick Turner will have his committee develop a set of guidelines that are reasonable and protect the wetlands and visual beauty of the community. Once developed, they will be presented both to the Board and our attorneys for review and approval. The final result will be a Board definition of the Covenants that will be distributed to the community and included in the official Covenants documentation
- Dick Turner reported that two ACC requests were approved: 1) remove a dying river birch tree and 2) install a wrought iron railing
- Dick Turner reported that three approved amendments to the Covenants have yet to be posted to the Website: 1) Water Access Guidelines, 2) Piping of Storm Water and 3) Location of Wells. Jim Dugan will have Don Elsass post these to the Website

Buildings & Grounds Committee Report

- Joe Kelly reported that he had Reed Landscaping review the situation on Neuchatel Rd. The following motion was approved by the Board:
MOTION to have Reed Landscaping remove the elaeagnus and grind the stumps at a cost of \$2,100
- Joe Kelly met with the General Manager and Superintendent of Taberna Country Club. He provided them with a map outlining which property is maintained by the golf course and which property is maintained by the THOA. He discussed curb trimming, etc. and reported that it was a very good meeting. He will do another run through with them in another 60 days
- Joe Kelly discussed two issues with properties at One Taberna Way: 1) a property is in need of soffit repair and 2) another property has a cracked driveway. Joe will have someone do the soffit repair and obtain an estimate of the cost to have the driveway repaired
- A clarification was made regarding One Taberna Way. Due to the fact that the THOA is responsible for maintenance of the exterior of the homes on OTW, all maintenance issues are the responsibility of the Buildings & Grounds Committee
- Joe Kelly reported that during wet years it is necessary to increase frequency of bush hogging and cutting on vacant lots. The Board agreed that Buildings & Grounds has the authority to do this and B&G will follow through as necessary
- Joe reported that he submitted RFPs to all existing landscape contractors asking for bids for 2014 and 2015. He requested that each vendor consider bidding on any or all parts of the business. He also requested that each vendor add fire ant treatments as part of their bid. After reviewing all responses Joe proposed following:

Contract #1 - Front Entrance:

Reed Landscaping	2014 \$78,575 (+2.5%)	2015 \$78,575 (no change)
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Contract #2 – Taberna Park and Arbon Green:

Reed Landscaping	2014 \$10,915 (+2.8%)	2015 \$10,915 (no change)
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Contract #3 – Common Area:

Young's	2014 \$8,160 (+7.4%)	2015 \$8,160 (no change)
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Contract #4 - Emmen Road:

Kut-Rite	2014 \$17,004 (+4.96%)	2015 \$17,844 (+4.9%)
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Abbingdon Woods:

Kut-Rite	2014 \$48,360 (+4.8%)	2015 \$50,778 (+5%)
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Boleyn Creek:

Kut-Rite	2014 \$17,325 (+5%)	2015 \$18,190 (+5%)
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Taberna Landing:

Young's	2014 \$3,520 (+2.3%)	2015 \$3,520 (no change)
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One Taberna Way:

Club & Agronomy	2014 \$16,850 (no change)	2015 \$16,850 (no change)
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The following motion was approved by the Board:

MOTION to accept the landscaping contracts as presented by Building & Grounds

- A bid from a company called Davenport to do the entire community was discussed. This bid was neither received on time nor followed the bid outline. As a result this bid was not considered
- When signed contracts are returned to the vendors, Paul Tracewell suggested that the following be communicated:
 - Bills will be processed for payment no earlier than the 25th of the month in which the work was completed and will be paid within 15 days after the 25th
 - Contractors should indicate on their invoice for which month the bill is being submitted

Louise Vondran will include this information with the return of the signed contracts

Finance Committee

- Craig Baader reported that the budget is complete except for the landscape contract information. The Committee will meet again within the next two weeks to wrap up the budget
- Craig reported that roadway lifecycles will be reviewed

Crime Watch Committee

- Jim Dugan recognized the efforts of Sue McCarthy and reported on the success of the National Night Out event
- As a result of this event the THOA now has a 10x10 tent in its inventory

Treasurer's Report

Paul Tracewell reviewed the Operating Reports for July in detail. Paul reported:

- Errors by CAS continue to be a problem
- Negotiated Options, Naturpark, Legal Fees and Web Marketing are currently over budget
- The 2014/2015 proposed budget worksheets were presented. Minor changes will be made based on the discussions of today. There was a preliminary discussion of anticipated dues changes for 2014
- \$60,000 worth of CDs were purchased in August
- Paul reported that the transition of the role of Treasurer needs to take place quickly and requires that Craig Baader be given access to the THOA bank accounts and authorization to approve expenses. The following motion was approved by the Board:
 - MOTION to allow Craig Baader as new Treasurer of the THOA access to THOA bank accounts and give him authorization to approve expenses
- Brooke Baughn will let the Auditor know that the Board approved the following motion:
 - MOTION to approve the Audit draft as submitted
- The following motion was approved by the Board:
 - MOTION to approve the Treasurer's Report

Manager's Report

- The Covenant Enforcement Report and the status of collections were reviewed

- Brooke Baughn will forward to the Board copies of the letters she has sent regarding the covenant violation on Emmen Rd. Regarding this issue, Brooke reported that she is having difficulty setting up a schedule for a Hearing Committee meeting. She will let the Board know the date of her next ride-through so that at least two members of the Board can convene with her to resolve this issue
- Brooke Baughn reported that she has received permission from the homeowner on Friburg to allow the THOA remove the stump. Joe Kelly will arrange to have it removed
- The bank has cut the grass on the property on Nyon Road. Additional work is needed and Craig Baader has made contact with the bank regarding these issues
- Brooke reported that the promised payments on one judgment have not been forthcoming. Brooke will communicate to the homeowner that the Board is unwilling to negotiate on this issue
- Jim Dugan reported that for preliminary budgeting purposes the CAS fee is listed as the same as the prior year until we have an actual agreement

Unfinished Business

- Taberna Landing Paving Project: Mr. Ghahari has not reported back to the Board. In a discussion at National Night Out he committed to send the Board a copy of the report he received from the City of New Bern. Brooke Baughn will send the Board a copy of the most recent letter she sent to the Taberna Landing homeowners. Upon review of this communication a determination will be made as to how to proceed with this project
- Gene Sharer reported that the Nominating Committee met on August 6th to determine a path forward. Applicants are being interviewed and the Committee will reconvene to wrap up the nominations by mid-September and present their proposed slate at the September Board meeting

New Business

- A planning discussion for the 2013 Annual Meeting took place. Jim Dugan will contact Creekside School to confirm a targeted meeting date for Tuesday, December 10th. Jim will also get the necessary insurance form and down payment together
- CAS will do the mailing for the meeting. Brooke stated that they will need three days' notice and PDF files for all material to be included in the mailing in the order in which they are to be attached to the meeting announcement

Announcements

The next meeting is scheduled for 3:00 p.m. Tuesday, September 24th, 2013

Adjournment

The meeting was adjourned at approximately 5:55 p.m.

Approved by the Board of Directors:

Submitted by: 
Louise Vondran, Secretary

Date: 9-4-13

Approved by: 
James Dugan, President

Date: 24 SEP 2013



Taberna Master Homeowners Association, Inc.

**Monthly Board of Directors Meeting
Tuesday, August 28, 2013
Draft Agenda**

- Call to order (3:00 pm):** James Dugan, President
- Roll call of members present:** Louise Vondran, Secretary
Establish a quorum
Introduction of others present
- Minutes of last meeting:** Louise Vondran, Secretary
- Committee reports:**
- Architectural Control Committee Richard Turner, Chair
 - Landscape Plan Guidelines, Procedures, and Reviews
 - Building and Grounds Committee Joe Kelly, Chair
 - Taberna Landscape Contracts
 - Finance Committee Craig Baader, Chair
 - Preliminary 2014 Budget
 - Naturpark Committee Ren Klawson, Chair
- Officer and Community Manager Reports:**
- Treasurer's Report Paul Tracewell, Treasurer
 - Audit Results
 - Manager's Report Brooke Baughn, Community Manager
 - Covenant enforcement activity
 - Status of liens, judgments, and payments
 - CAS Contract Renewal
- Special orders – (Important business previously designated for consideration at this meeting):**
- Unfinished business:**
- Taberna Landing Paving Project
 - Nominations for next year's board of directors (four positions)
- New business:**
- Annual Meeting – Location – Notice to Owners – Budget - Proxies
 - Appointments, Resignations, and/or Drops to Committees
 - Adjudicatory Committee – new member approval(s)
- Announcements:**
- Confirm Next Meeting: 3:00 pm, Tuesday, September 24, 2013
- Adjournment:**

Amendments to Taberna Architectural Guidelines

PIPING OF STORMWATER

(Approved 11/2/2011)

Taberna has been issued a Stormwater Management Permit, Permit No. SW7070422, by the State of North Carolina Department of Environment and Natural Resources, Division of Water Quality that regulates how storm water is to be managed. One requirement is that all storm water runoff should flow across at least 30 feet of vegetative buffer before reaching impervious areas and surface waters. Piping shall not be allowed to pipe gutters directly to the street.

Accordingly, hereafter stormwater flow from gutters and downspouts may not be piped directly to streets whether or not the piping exits through curb cuts.

Effective: January 1, 2012

LOCATION OF WELLS

(Approved 11/2/11)

Several homeowners in Taberna have installed wells on their property to augment or supplement city provided water service. Any plans for new construction that include a private well must show the location of the well on the site plan. In order to avoid any future problems with wells that may encroach on utility or drainage easements or that may encroach on views from neighboring lots, the Association hereafter requires that any plans for additional private wells are submitted to the ACC for review. Application will be made using the ACC change request form, and shall include a site plan showing the location of the well.

The ACC will review the request to insure that the location does not encroach on any established easements and does not interfere with reasonable enjoyment of advantageous views. The ACC may suggest appropriate screening and plantings to reduce any adverse impacts, keeping in mind the need to have access to the well head for maintenance and servicing.

Effective: January 1, 2012

Attachment V

TABERNA MASTER HOMEOWNERS ASSOCIATION

Water Access Building Guidelines

Walkways, bulkheads and docks may be constructed to provide Taberna Homeowners access to and viewing of the waters of Brice's Creek and its tributaries. Construction will be allowed only following issuance of all required regulatory permits. Permitted plans shall be submitted to the committee for approval as to materials, size and location so as to minimize visual impact to adjacent Living Units. Per the setback guidelines no elevated structure shall be constructed beyond the rear minimum building envelope setback line, that being 20% of the mean lot depth.

Regulatory Restrictions:

Walkway structures constructed over 404 Jurisdictional Wetlands may not exceed six feet in width.

Maximum dock surface area may not exceed 192 square feet.

Structure may not extend over the water greater than 25% of the stream width.

These guidelines are consistent with the goals of CAMA and the USFS Scenic Waters Program.

9-29-03

Reed Landscape Irrigation, LLC

Proposal

2141 Perrytown Loop Rd
 New Bern, NC 28562
 252-637-2439
 reedlandscape@gmail.com

Date
08/07/13

Name/Address
Taberna HOA 1213 Culbreth Dr. STE 112 Wilmington NC 28405

Project
Bradford Place berms

Item	Description	Quantit	Cost	Total	
Landscape Operations	Bradford Place sign area on Neuchatel Road - eleagnus hedges on berms - renovation Remove all eleagnus bushes to the ground and grind stumos - haul away debris - by Tree Man Tree Service: \$2,100.00 Plant 96 Illicium parviflorum 'Forest Green' 3 gallon (Anisetree): \$1,920.00 Spread 160 bales pine straw: \$1,120.00		5,140.00	5,140.00	**...
			Total	\$5,140.00	

The 2014 & 2015 Landscape Contracts
Thursday August 22, 2013

Master Contract #1 REED LANDSCAPE
2014 - \$58,800 2015 - \$58,800

Common Area #1-#3 & 4 JAMES YOUNG
2014 - \$7680 per 2015 - \$7680 per

Bushhogging and Lot Front JAMES YOUNG

Abbington Woods KUT RITE LAWN
2014 - \$780 2015 \$819

One Taberna Way CLUB & AGRONOMY
2014 - \$16,850 2015 - \$16,850

Emmen Road KUT RITE LAWN
2014 - \$17,009 2015 - \$17,844

Taberna Landing JAMES YOUNG
2014 - \$3,520 2015 - \$3,520

Taberna Park/Arbon Green RICKEN LANDSCAPE
2014 - \$9,480 2015 - \$9,480

Boleyn Creek KUT RITE LAWN
2014 - \$17,325 2015 - \$18,190

* No Signature, Used last years contract, per board.

REED LANDSCAPE IRRIGATION, LLC

7/10/13

Request for Quotation Taberna Master Homeowners Association Taberna Park and Arbon Green Grounds Maintenance 2014 and 2015

Quotes are to include labor and materials and are firm fixed prices.

1. Mow and trim grass areas, blow off hard surfaces and blow, vacuum or mulch leaves in fall; from April through October perform weekly and in March, November and December perform twice each month.
2. Keep mulched areas free of weeds by chemical spray or by pulling throughout the year.
3. Trim growth that overlaps the bridge, walkways and parking lot in March and September.
4. Fertilize Bermuda grass in the months of April, June, and September. Fertilize centipede grass in May. Fertilize shrubs and perennials in April.
5. Apply pre-emergent weed control to all grass areas in the spring. Apply pre-emergent weed control to the Bermuda grass at Arbon Green in the fall.
6. Apply one application of MSMA and trimec on the Bermuda and one application of trimec on centipede in midseason.
7. Treat fire ant mounds with Amdro as needed in park and Arbon Green.
8. Monitor all areas for pests and diseases and report incidences to Buildings & Grounds Committee.
9. Empty garbage cans at park as needed.

2014: \$9,400.00 2015: \$9,480.00

Services billed when performed:

10. Pine straw beds around parking lot, in front of Arbon Green and around trees along Taberna Circle in March.

2014 \$615.00 2015 \$615.00

11. Mulch paths in the park (not playground) with single ground hardwood mulch. (Not New Bern city mulch)

2014 \$615.00 2015 \$615.00

12. Plant annuals at Arbon Green once in spring.

2014 \$205.00 2015 \$205.00

Note: The above services are all that is covered in this contract. Any additional work that the contractor believes should be done to maintain or improve these areas must be approved by the Buildings & Grounds Committee prior to start of work.

7/10/13

**Request for Quotation
Taberna Master Homeowners Association Inc.
Landscape Maintenance of Taberna Landing for 2014 and 2015**

1. Mow and trim lawn areas and blow off hard surfaces three cuttings/month April thru November; two cuttings/month December and March. Mowing is to include blowing, vacuuming or mulching of leaves on lawn areas.
2. Keep mulched areas weed free by either spraying or pulling (ongoing)
3. Pruning and trimming: prune trees to keep lower branches from scraping cars and trucks; prune shrubs to keep signage on monument visible; prune eleagnus around lift station once per year to keep access clear.
4. Fertilize shrubs and grass in spring.
5. Monitor landscaped area for pests and diseases and report incidences to the Buildings and Grounds Committee.
6. Apply pre-emergent weed controls in spring and fall.
7. Pine straw beds, around tree bases and at sign in March.
8. Treat fire ant mounds with Amdro as needed.

Quotations are to firm fixed prices.

Items 1 through 6:

2014: 270. to be paid in twelve equal monthly amounts.

2015: 270. to be paid in twelve equal monthly amounts.

Services to be billed when performed:

Item 7. Pine straw beds, around tree bases and at sign in March.

2014: 280.

2015: 280.

Note: The above services are all that is covered in this contract. Any additional work that the contractor believes should be done to maintain or improve these areas must be approved by the Buildings & Grounds Committee prior to start of work.

Name of Bidder: JAMES YOUNG

Federal Tax Identification Number (TIN) or Social Security Number: 56-2067745

Street Address: 200 STADIEM DR.

City, State, Zip: NEW BERN NC 28560

Signature: James Young
Name and Title of person signing: JAMES YOUNG OWNER

Date Signed: 8-2-13

Telephone Number: (252) 637-3819

Fax Number: SAME

Email: JAMES YOUNG USMC @ ATT.NET

REED LANDSCAPE IRRIGATION, LLC

7/10/13

**Request for Quotation
Taberna Master Homeowners Association Inc.
Taberna Landscape Maintenance Contract #1 for 2014 and 2015**

A. Roadside areas of Taberna Way from Hwy 70 to near Airport Road including the common area in front of One Taberna Way, traffic islands in Taberna Way and the roadside areas along Taberna Circle and Geneva Road

1. Mow and trim grass areas, blow off hard surfaces and blow, vacuum or mulch leaves in fall; from April through October perform weekly, and in March, November and December perform twice each month.
2. Keep mulched areas free of weeds by chemical spray or by pulling.
3. In February prune and trim trees and shrubbery: prune trees to avoid branches interfering with walkers on sidewalk and remove any dead or damaged branches; prune shrubbery to keep shape and size and remove any dead or damaged branches. This includes the eleagnes at the lift station on Taberna Way.
4. Fertilize Bermuda grass in the months of April, June, and September. Fertilize centipede grass in May. Fertilize shrubs and perennials in April.
5. Apply pre-emergent weed control to all grass areas in spring and fall.
6. Apply one application of MSMA and trimec on the Bermuda and one application of trimec on centipede in midseason.
7. Treat fire ant mounds with Amdro as needed.
8. Monitor all areas for pests and diseases and report incidences to Buildings & Grounds Committee.

Note: Removed the requirement to overseed Bermuda grass from Hwy 70 to the tracks.

B. Common area along Neuchatel Court, common area at each end of Lake Leman, strip at Bradford Place, lot front on Biel Lane, signs at Taberna Village, Abbington Woods and Boleyn Creek, lift station on Geneva, the path from Geneva to Neuchatel, the berm between Abbington Woods and the properties on Biel Road and the berm at Bradford Place. (Bridges and canoe pack area have been removed from this contract.)

1. Mow and trim grass areas, blow off hard surfaces and blow, vacuum or mulch leaves in fall; from April through October perform three times each month and in March, November and December perform twice each month.
2. Keep mulched areas free of weeds by chemical spray or by pulling.
3. In February prune and trim trees and shrubbery: prune trees to avoid branches interfering with walkers on pathways and remove any dead or damaged branches; prune shrubbery to keep shape and size and remove any dead or damaged branches.
4. Fertilize shrubs and perennials in April.
5. For the swale behind the Biel Road properties out to Neuchatel Road string trim all weeds and other growth and remove the debris once in May, August and November.

A+B ABOVE

2014: \$58,800.00

2015: \$58,800.00

C. Services billed when performed. Quotes are to include labor and materials and are firm fixed prices.

1. Pine straw all beds in the common areas noted in A and B in February.

2014 \$13,735.00

2015 \$13,735.00

2. Change out annuals and fertilize in the traffic islands, the entrance sign on Taberna Way and the signs at Taberna Village and One Taberna Way in May and November. Also, top-dress traffic islands and along Taberna Way with ~~single ground hardwood mulch~~ (not New Bern city mulch) at each planting.

2014 \$3,280.00

LARGE CHIP PINE BARK
2015 \$3,280.00

3. Mulch the path between Geneva and Neuchatel in March with ~~single ground hardwood mulch~~ (not NB city mulch).

2014 \$925.00

2015 \$925.00

4. Mulch the common area in front of One Taberna Way in March with single ground hardwood mulch.

2014 \$1,230.00

2015 \$1,230.00

5. Chemically treat weeds in pedestrian loop sidewalk adjacent common areas once in June and once in October.

2014 \$250.00

2015 \$250.00

6. Weed control berms in Abbingdon Woods and in Bradford Place in April, June, August and October.

2014 \$355.00

2015 \$355.00

Note: The above services are all that is covered in this contract. Any additional work that the contractor believes should be done to maintain or improve these areas must be approved by the Buildings & Grounds Committee prior to start of work.

Name of Bidder: REED LANDSCAPE IRRIGATION, LLC

Federal Tax Identification Number (TIN) or Social Security Number: 56-1564782

Street Address: 2141 PERRY TOWN LOOP RD.

City, State, Zip: NEW BERN NC 28562

Signature: [Signature]

Name and Title of person signing: JOHN C. REED / MEMBER - MANAGER

Date Signed: 8-14-13

Telephone Number: 252-670-5171

Fax Number: -

Email: REEDLANDSCAPE@GMAIL.COM

7/10/13

**Request for Quotation
Taberna Master Homeowner Association Inc. (HOA)
Taberna Common Area Maintenance for 2014 and 2015**

1. Common areas are identified on Plan #92110-P and highlighted in black marker.
2. Common areas are to be mowed starting in April with a total of *sixteen* mowings throughout the summer. To include the New common area at the rear entrance to Dennison Park plus: Level rocks and spray herbicide on walkway, Install pine straw in beds as needed. Mower height to be set not higher than three inches. The HOA will work out a schedule of mowings with the contractor.
3. Each mowing to include trimming around any obstacles such as trees, utility boxes, signs, etc and along the curb.
4. Two common areas at each end of Boleyn Creek are to be mowed four times throughout the summer. The HOA will work out a schedule of mowings with the contractor.
5. Treat fire ant mounds with Amdro as needed.

Quotations are to be firm fixed prices and are to be billed and paid when performed.

Items 1 through 3 each mowing: 2014: 480., 2015: 480.

Item 4 each mowing: 2014: 120., 2015: 120.

Note: The above services are all that is covered in this contract. Any additional work that the contractor believes should be done to maintain or improve these areas must be approved by the Buildings & Grounds Committee prior to start of work.

Name of Bidder: JAMES YOUNG

Federal Tax Identification Number (TIN) or Social Security Number:
56-2067745

Street Address: 200 STADIUM DR

City, State, Zip: NEW BERN NC 28560

Signature: James Young
Name and Title of person signing: YOUNG'S BUSH HOG
JAMES YOUNG OWNER

Date Signed: 8-2-13

Telephone Number: 252 637-3819

Fax Number: SAME

Email: JAMES YOUNG USMC @ATT.NET

7/10/13

**Request for Quotations
Taberna Master Homeowners Association Inc.
Bushhogging and Lot Front Mowing for 2014 and 2015**

The HOA requires that vacant lots be bushhogged four times throughout the growing season. Also, lot fronts will be mowed four times. The first mowing and bushhogging of the year shall begin no later than mid April. The schedule for subsequent bushhogging and mowing times will be established throughout the growing season coordinated with the contract monitor. There are approximately 41 vacant lots with an average size of .55 acres to be maintained.

The Association, at its option, may require additional mowings or bushhoggings. If required, the schedule for these would be provided by the contract monitor. Price for each would be the same as quoted below.

Statement of Work

Bushhogging: Bushhog entire lot from curb to rear of lot to a one acre maximum. Trim along curb and around electrical boxes and other objects from the curb back at least 12 feet. Clippings on street shall be blown clean.

Lot front mowing: Mow at least 12 feet from the curb with a grooming type of mower. Mower height shall not exceed 3 inches. Trim along curb and around electrical boxes and other objects within the mowing area. Clippings shall be blown clean. A corner lot is to be considered one lot front.

The Association will provide a list of lots to be maintained each service and the Association will invoice the lot owners for the service. The Association will pay the contractor each service at the completion of the maintenance task for that service in accordance with the number of lots serviced that month.

Firm fixed price quote for each Bushhogging:

per acre: \$150.00 2014, \$150.00 2015

Firm fixed price quote for each Lot front mowing:

per lot: \$15.00 2014, \$15.00 2015

Name of Bidder: JAMES YOUNG

Federal Tax Identification Number (TIN) or Social Security Number:

56-2067745

Street Address: 200 STADIEM DR.

City, State, Zip: NEW BERN NC 28560

Signature: James Young

Name and Title of person signing: JAMES YOUNG OWNER ^{Young's Bush Hog}

Date Signed: 8-2-13

Telephone Number: (252) 637-3819

Fax Number: SAME

Email: JAMES YOUNG
USMC @ ATT.NET

7/10/13

**Request for Quotation
Taberna Master Homeowners Association
Abbington Woods Subdivision of Taberna
2014 and 2015**

Following are the specifications for lawn maintenance of the Abbington Woods community of Taberna. This contract provides for maintenance of 62 similar properties within this community.

1. March to May: complete mowing of each lot, and trimming and blowing off sidewalks, driveways and porches every 14 days, weather permitting. Trimming includes both sides of the driveway, front sidewalk, around house foundation, including original patio, plants or trees adjacent to house and all electrical/water fixtures. Residents are to pick up tools, toys, gardening equipment, pet mess, etc. prior to mowing (if resident does not clean up the items mentioned, that part of the lawn may be skipped). Contractor to remove tree residue such as pine cones, tree branches and bark.
2. Edging sidewalks, driveways and curbs on alternate mowings.
3. Spring, fertilization and weed control spraying of all lawns and original front Ornamental shrubbery. Pesticides to be applied according to current laws and requirements.
4. April, spread best quality pine straw in front flower/shrub beds on top of existing pine straw.
5. June through October: complete mowing of each lot, and trimming and blowing off sidewalks, driveways and porches every seven (7) to nine (9) days, weather permitting. Same trimming, edging and resident clean up and contractor requirements as stated in #1 above. Spot spray for weeds as needed.
6. November through February: leaf cleanup and weed cutting once monthly. Trimming and edging not necessary.
7. Homeowners may contact contractor directly for services that are not covered in this contract. Contractor will bill homeowner directly for "extra" services.

This contract will be covered by all requirements of the Instructions and General Conditions for All Proposals that is included in this Request for Proposals package.

CONTRACT SERVICES CHARGES:	2014	2015
<u>Monthly fee per house</u>	<u>\$ 65.00</u>	<u>\$ 68.25</u>
<u>Yearly fee per house</u>	<u>\$ 780.00</u>	<u>\$ 819.00</u>

Note: The above services are all that is covered in this contract. Any additional work that the contractor believes should be done to maintain or improve these areas must be approved by the Buildings & Grounds Committee prior to start of work.

Name of Bidder: Kut-Rite Lawns of New Bern

Federal Tax Identification Number (TIN) or Social Security Number: 46-2189165

Street Address: 8830 River Rd.

City, State, Zip: Grifton, N.C. 28530

Signature: *Travis Toews*

Name and Title of person signing: Travis Toews (Manager)

Date Signed: 8-14-13

Telephone Number: 252-229-2559

Fax Number: 252-244-2745

Email: kutritelawns@gmail.com

7/10/13

**Taberna Master Homeowner Association Inc. (HOA)
Request for Quote
For Landscape Maintenance of Emmen Rd.
2014 and 2015**

This request for quote is for a firm fixed price contract for maintenance of areas along Emmen Rd., maintenance of plant beds at the corner of Sursee Rd. and two entrances to Taberna from Airport Road and maintenance of canoe driveway, parking lot and walkway. The Emmen Rd. area is identified on Plan #92110-P.

1. Mow and trim grass areas, vacuum or mulch leaves in fall; from April through October perform weekly and in March, November and December perform twice each month. Mower height to be set not higher than two inches. Each mowing to include trimming around any obstacles such as trees, utility boxes, signs, etc and along the curb. Blow mowing and trimming debris off the roadsides.
2. Edge and mulch the beds at the two entrances to Old Airport Road and the bed at the corner of Sursee Court and edge and mulch the trees along Emmen Road once in early spring.
3. Keep all mulched beds and trees free of weeds by chemical spray or by pulling.
4. Fertilize the shrubs and perennials in the beds and the trees in April.
5. Plant annuals in the spring and fall at the three noted beds. Fertilize annuals when planted.
6. All grass shall be fertilized in the May.
7. Apply pre-emergent weed control to all grass areas in late Feb or early March and late Sep to late Nov timeframe.
8. Treat fire ant mounds with Amdro as needed.
9. In February prune and trim the shrubbery (Wax Myrtles and Eleagnus) along Emmen Rd and remove all trim debris. Trim tree branches off of roadway.
10. Monitor landscaped area for pests and diseases and report incidences to the Building and Grounds Committee.
11. At the canoe dock driveway and parking lot trim eleagnus and wax myrtles each spring to maintain size; remove all damaged branches. Haul off trimmed material. Keep parking lot free of weeds. Blow off wooden walkway once a month. Empty garbage can once a month.

The above work is firm fixed price and shall be billed and paid monthly. Invoices shall reflect the name of this contract.

2014 yearly cost of \$ 17,004.00 to be billed and paid in monthly amounts of \$1,417.00

2015 yearly cost of \$ 17,844.00 to be billed and paid in monthly amounts of \$1,487.00

Note: The above services are all that is covered in this contract. Any additional work that the contractor believes should be done to maintain or improve these areas must be approved by the Buildings & Grounds Committee prior to start of work.

Name of Bidder: Kut-Rite Lawns of New Bern LLC

Federal Tax Identification Number (TIN) or Social Security Number: 46-2189165

Street Address: 8830 River Rd.

City, State, Zip: Grifton NC 28530

Signature: Travis Toews

Name and Title of person signing: Travis Toews Manager

Date Signed: 8-14-13

Telephone Number: 252-229-2559

Fax Number: 252-244-2745

Email: kutritelawns@gmail.com

Request for Quotation
Taberna Master Homeowners Association Inc.
Landscape Maintenance of Boleyn Creek Community for 2014 and 2015

1. Mow, string trim around lawn obstacles and other areas mower doesn't reach, and blow off walks, driveways and porches every fourteen (14) days commencing March to May.
2. Edge sidewalks, curbs, beds and driveways on alternate mowings.
3. Mow, string trim around lawn obstacles and other areas mower doesn't reach, and blow off walks, driveways and porches every seven (7) to nine (9) days commencing June thru September.
4. Mowing and leaf cleanup two (2) times in October.
5. Leaf cleanup every fourteen (14) to eighteen (18) days commencing November to January.
6. Bi-annual fertilization with weed control on all lawns in May and July.
7. Fertilize all shrubs in May.
8. Treat fire ant mounds with Amdro as needed.
9. All areas shall be monitored for pests and diseases and if found shall be reported to the Boleyn Creek contract monitor.

Prices are to be firm fixed prices and are to include labor and materials.

2014 yearly cost of \$17,325.00^{T.} to be paid in twelve monthly amounts of \$1,443.75^{T.}

2015 yearly cost of \$18,190.00^{T.} to be paid in twelve monthly amounts of \$1,515.83^{T.}

Note: The above services are all that is covered in this contract. Any additional work that the contractor believes should be done to maintain or improve these areas must be approved by the Boleyn Creek Subassociation Committee prior to start of work.

Name of Bidder: Kut-Rite Lawns of New Bern LLC

Federal Tax Identification Number (TIN) or Social Security Number: 46-2189165

Street Address: 8830 River Rd.

City, State, Zip: Grifton N.C.

Signature: *Travis Toews*

Name and Title of person signing: Travis Toews Manager

Date Signed: 8-14-13

Telephone Number: 252-229-2559

Fax Number: 252-244-2745

Email: Kutritelawns@gmail.com

**Taberna Master Homeowner's Association, Inc (HOA) Contract for;
Club and Agronomy Services, Inc. to maintain the landscapes of One Taberna Way
January 1.2012 through December 31.2013**

This contract is for all services necessary to maintain the landscaped area of the One Taberna Way community in Taberna for calendar years 2012 and 2013. It is made between the Taberna Homeowners Association, Inc., and the One Taberna Way homeowners, on the one hand, and Club and Agronomy Services, Inc., the contractor, on the other hand.

Services and Fees:

1. Mow and trim all lawn areas including the area between unit 16 and the Taberna CC tennis facility. Edge all mulched beds, walks, patios, and driveways as needed to maintain a neat and clean appearance. Blow all hard surfaces areas after each mowing and regularly as needed to maintain a neat orderly appearance. This will be performed weekly from spring through fall and as needed during the off season with a minimum of one visit per month during the winter.

ANNUAL COST: \$14,000

2. Prune and trim shrubbery/bushes twice per year to maintain good plant structure and a neat appearance. Plant clippings shall be removed. Shrubby will be fertilized annually in the fall. Crepe myrtles shall be pruned when dormant (Jan/Feb).

ANNUAL COST: \$1250

3. Apply weed prevention herbicides in the spring and fall to turf. Fertilize turf in June with a ½ pound of nitrogen and a pound of potassium per 1000 sq. ft. Treat curatively for fire ants as needed.

ANNUAL COST: \$1600

A LA CARTE SERVICES:

Pine straw: \$8/bale includes delivery, spread, tuck, and clean up.

Container plantings: cost/plant x2

Fungicide treatments: TBD based on current recommendations

General Provisions

1. **Insurance:** For the duration of the contract period, the contractor must maintain and show proof of comprehensive general liability coverage with minimum limits of \$100,000 per person and a general aggregate minimum of \$1,000,000, and workers' compensation insurance coverage including employer's liability that complies with the applicable workers' compensation laws governing your company and all its employees. In addition, the contractor must show proof

*Taberna HOA and Club and Agronomy Services Inc:
One Taberna Way Contract 2012-2013*

of general liability and workers' compensation coverage for all subcontractors working for your company on work related to this contract. Providing and maintaining adequate insurance coverage is a material obligation of the contractor and is of the essence of this contract.

- 8/29/13/12
2. **License Requirements:** For the duration of the contract, the contractor shall maintain and show proof of a license as required by the North Carolina Pesticide Laws for individuals applying pesticides in the performance of this contract. The contractor shall place visible markers in areas that have been sprayed on the day of application to warn others that pesticides have been applied. The markers must remain in place for 24 hours.
 3. **Effective Date and Duration of Contract:** This contract shall be effective January 1, 2012 for a period of two (2) years at the rates set forth above, which are recognized as firm and fair prices. This contract may be extended up to two years for 2014 and 2015 at the contract price presented here as an option. This option shall remain open until 2013/14 bid proposals become due.
 4. **Cancellation:** All contract obligations shall prevail for at least 30 days after the effective date of the contract. After that period, for the protection of both parties, this contract may be cancelled by either party, in part or in full, for good cause, by giving 30 days prior notice in writing to the other party.
 5. **Payment Terms:** Billing will occur in 12 equal monthly payments of \$1,400 made to Club and Agronomy Services, Inc. A la carte services will be billed when performed and payment will be made upon presentment of an invoice.
 6. **Assignment:** No assignment of the contractor's obligations or the contractor's right to receive payment hereunder shall be permitted.
 7. **Subcontracting of work:** After a contract has been awarded, no subcontracting of work shall be allowed without prior written permission from the Taberna HOA, and the submission of all appropriate backup information regarding the subcontractor.
 8. **Contractor Contact:** The contractor shall provide the Taberna HOA and the supervising subassociation the name and phone number of a principal contractor contact for the contract. Taberna HOA will provide the name and phone number of a supervising contact.

Contractor contact: FRED LEONARD Phone no: _____

Taberna contact: _____ Phone No: _____

TREASURER'S REPORT

BOARD MEETING – AUGUST 27, 2013

OPERATING REPORTS: 7/31/13 Operating reports were submitted by CAS to all board members for review. These reports have been submitted to the Finance Committee for their review and approval. Items requiring corrections or areas requiring further analysis were communicated to CAS by the Treasurer on 8/20 thru 8/25. Errors are too numerous to itemize.

A recap of the June Income Statement is attached for your review.

Comments regarding Operating reports:

Expenses: Taberna Master and Sub-Associations: Expenses are being managed within the overall budget for all communities. Individual accounts that are exceeding budget are:

- Master – 06005 – Negotiated Options - 06081 Naturpark – 07040 – Legal Fees
07090 – Web Marketing

Accounts Receivable:

	7/31/13	6/30/13	Accounts with attorney
• Taberna Master	14,312.69	12,015.79	(10 accounts - \$9,847.50
• Abb. Woods	4,572.27	2,749.27	(4 accounts - \$2,390.00
• Boleyn Creek	1,090.00	520.00	-0-
• O.T.W.	4,155.00	3,105.00	(1 acct. - \$3,555.00)
• Tab. Landing	270.00	20.00	-0-
Total	24,399.96	18,410.06	

BANK ACCOUNTS: See attached financial report for account balances as of 7/31/13. Alliance Financial Services (Bank of Nevada) is the primary operating account – We also have added an account with their Torrey Pines Bank (Alliance Financial Services) for the Master Operating Fund so we don't exceed the \$250,000 FDIC amount at any one institution. Funds in this account will be transferred back to the Bank of Nevada operating account as needed to meet monthly

obligations. A transfer of \$20,000 was made during August. Alliance also maintains reserve accounts for all communities as well as the emergency fund currently in money market and CD accounts. North State Bank holds operating CD's for Taberna Master Operating and reserve accounts for the master and all sub communities except Taberna Landing. BB&T holds a reserve CD for OTW. Vantage South Bank also holds reserve CD's. The market CD's at S&S will be converted as they mature with one for \$2000 maturing in August. All individual bank balances are under the \$250,000 FDIC insured amount. All of Taberna's investments are in FDIC insured CD's or money market accounts.

CD PURCHASES: On 8/6/13 CD purchases were made for 12mo. CD's at a rate of 0.70% as follows:

Abbington Woods - \$5,000 – Boleyn Creek - \$2,500 – One Taberna Way - \$15,000

Taberna Master - \$20,000 & \$10,000 – Taberna Emergency Fund - \$7,500

Total Purchases - \$60,000

BANK RECONCILEMENT: See attached reconciliation of bank balances to ledger balances as of 7/31/13.

EMERGENCY FUND: The balance stands at 42,149 as of 7/31/13.. The remaining 8,000 is scheduled for the 2014 budget. This will bring the fund back to the established goal of 50,000.

HOA INVOICES: As of 8/27/13, all invoices received by the Treasurer have been submitted to CAS for processing.

ACCOUNTS WITH CREDIT BALANCES: Refunds requested for Biro & Edgerton accounts after personal contact with homeowners

2014 BUDGETS – Preliminary budget numbers have been completed with the exception of the landscaping, management fees and HOA Office rent. Once those numbers have been finalized and any adjustments made, they will be ready for final approval.

LANDSCAPE CONTRACTOR PAYMENTS – A policy establishing when contractor payments are to be submitted and processed for payment needs to be established. Once agreed upon, proper billing procedures needs to be conveyed to the contractor and a payment schedule given to the management company.

TREASURER TRANSITION: With the pending relocation of the Treasurer during September, a transfer of the responsibilities needs to occur and authorizations given for accessing bank accounts, expense approvals, etc.

	INSTITUTION	TYPE ACCT.	MASTER	EMERG.	AB. WOODS	B. CREEK	O.T.W.	T. LANDING	TOTAL
7/31/2013									
	ALLIANCE FINANCIAL(BANK OF NEVADA)	OPERATING	\$15,399.32	\$0.00	\$18,911.60	\$6,939.62	\$9,040.69	\$2,255.00	\$52,546.23
	ALLIANCE FINANCIAL (IN TRANSIT)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	LESS OUTSTANDING CHECKS	OPERATING	(\$3,488.36)	\$0.00	\$0.00	(\$120.00)	\$0.00	\$0.00	(\$3,608.36)
	LESS TRANSFER TO RESERVES		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.59	\$5.59
	ALLIANCE FINANCIAL (TORREY PINES BANK)	OPERATING	\$80,139.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,139.39
	NORTH STATE BANK	OPERATING	\$61,083.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61,083.63
	LESS ACCRUED INTEREST NOT PAID	OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	CASH ADVANCE		\$150.00	\$0.00	\$0.00	\$0.00	\$0.00		
	TOTAL OPERATING		\$153,283.98	\$0.00	\$18,911.60	\$6,819.62	\$9,040.69	\$2,260.59	\$190,166.48
	BB&T	RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$8,836.50	\$0.00	\$8,836.50
	LESS UNRAEALIZED GAINS		\$0.00	\$0.00	\$0.00	\$0.00	(\$17.64)	\$0.00	(\$17.64)
	NORTH STATE BANK	RESERVE	\$60,000.00	\$15,000.00	\$10,000.00	\$1,500.00	\$20,000.00	\$0.00	\$106,500.00
	SCOTT & STRINGFELLOW	RESERVE	\$19,391.80	\$10,053.05	\$5,037.06	\$2,008.04	\$17,076.89	\$0.00	\$53,566.84
	LESS UNREALIZED GAIN	RESERVE	(\$33.45)	(\$4.78)	(\$8.55)	(\$2.34)	(\$21.60)	\$0.00	(\$70.72)
	VANTAGE SOUTH BANK	RESERVE	\$18,075.85	\$7,530.57	\$4,016.31	\$0.00	\$13,052.99	\$0.00	\$42,675.72
	LESS UNREALIZED GAIN	RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	ALLIANCE FINANCIAL(BANK OF NEVADA)	RESERVE	\$36,095.03	\$9,569.77	\$7,383.04	\$3,188.14	\$17,592.05	\$25,045.74	\$98,873.77
	TRANSFER FROM OPERATING TO RESERVES	RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$5.59)	(\$5.59)
	ALLIANCE FINANCIAL- IN TRANSIT	RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL RESERVES		\$133,529.23	\$42,148.61	\$26,427.86	\$6,693.84	\$76,519.19	\$25,040.15	\$310,358.88
	TOTAL FUNDS		\$286,813.21	\$42,148.61	\$45,339.46	\$13,513.46	\$85,559.88	\$27,300.74	\$500,525.36
2013	LEDGER VS. BANK BAL								
7/31/2013		TABERNA	ABBINGTON	BOLEYN	ONE TABERNA	TABERNA		TOTALS	
		MASTER	WOODS	CREEK	WAY	LANDING			
	BEGINNING LEDGER BAL.	\$166,156.33	\$14,234.88	\$5,669.49	\$8,348.56	\$1,422.53		\$195,831.79	
	REVENUE	\$32,728.25	\$8,786.15	\$2,725.63	\$4,630.79	\$1,255.76		\$50,126.58	
	EXPENSES	(\$45,750.60)	(\$4,109.43)	(\$1,575.50)	(\$3,938.66)	(\$417.70)		(\$55,791.89)	
	ENDING LEDGER BALANCE	\$153,133.98	\$18,911.60	\$6,819.62	\$9,040.69	\$2,260.59		\$190,166.48	
	NORTH STATE BANK	\$61,083.63	\$0.00	\$0.00	\$0.00	\$0.00		\$61,083.63	
	ALLIANCE BANK (BANK OF NEVADA)	\$15,399.32	\$18,911.60	\$6,939.62	\$9,040.69	\$2,255.00		\$52,546.23	
	ALLIANCE BANK (TORREY PINES BANK)	\$80,139.39	\$0.00	\$0.00	\$0.00	\$0.00		\$80,139.39	
	DEPOSITS IN TRANSIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
	LESS OUTSTANDING CKS.	(\$3,488.36)	\$0.00	(\$120.00)	\$0.00	\$0.00		(\$3,608.36)	
	TRANSFERS IN TRANSIT	\$0.00	\$0.00	\$0.00	\$0.00	\$5.59		\$5.59	
	ENDING BANK BALANCE	\$153,133.98	\$18,911.60	\$6,819.62	\$9,040.69	\$2,260.59		\$190,166.48	

INCOME STATEMENT YTD	7/31/2013		MASTER	EMERG.	AB.WOODS	B.CREEK	O.T.W.	T.LANDING	TOTAL
TOTAL REVENUE			\$216,886.24		\$38,104.92	\$13,638.38	\$21,763.68	\$4,520.96	\$294,914.18
BUDGETED REVENUE			\$211,781.66		\$37,200.00	\$13,800.00	\$21,600.00	\$4,500.00	\$288,881.66
TOTAL EXPENSES			\$128,387.33		\$28,378.70	\$10,294.39	\$14,586.31	\$3,178.88	\$184,825.61
BUDGETED EXPENSES			\$138,500.03		\$28,991.69	\$10,789.14	\$16,924.19	\$3,554.16	\$198,759.21
NET INCOME/(LOSS)			\$88,498.91		\$9,726.22	\$3,343.99	\$7,177.37	\$1,342.08	\$110,088.57
ACCTS. RECEIVABLE OUTSTANDING (INCLUDES LATE FEES)	7/31/2013		\$14,312.69		\$4,572.27	\$1,090.00	\$4,155.00	\$270.00	\$24,399.96
ACTUAL NET INCOME/(LOSS)			\$74,186.22		\$5,153.95	\$2,253.99	\$3,022.37	\$1,072.08	\$85,688.61

TREASURER'S REPORT - INVESTMENTS

INVESTMENT ACCOUNTS	AS OF 7/31/2013	NUMBER	TERM	ISSUE DATE	MAT. DATE	INT. RATE	T. MASTER OPERATING	T. MASTER RESERVE	T. EMERG RESERVE	AB. WOODS RESERVE	B. CREEK RESERVE	O.T.W. RESERVE	T. LANDING RESERVE	TOTAL ALL	EARLY W/D PENALTY
CERTIFICATES OF DEPOSIT															
BB&T		CD 7087	28 M	1/16/2012	5/16/2014	0.300%						\$8,836.50			180 DAYS
LESS UNREALIZED GAIN												(\$17.64)	\$0.00		
TOTAL BB&T CD'S							\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,818.86	\$0.00	\$8,818.86	
															90 DAYS
NORTH STATE BANK		CD 7191	48 M	5/25/2012	5/25/2016	1.790%	\$20,361.21								90 DAYS
NORTH STATE BANK		CD 7192	48 M	5/25/2012	5/25/2016	1.790%	\$20,361.21								90 DAYS
NORTH STATE BANK		CD 7193	48 M	5/25/2012	5/25/2016	1.790%	\$20,361.21								90 DAYS
NORTH STATE BANK		CD 7501	48 M	10/18/2012	10/18/2016	1.090%		\$20,000.00							90 DAYS
NORTH STATE BANK		CD 7502	48 M	10/18/2012	10/18/2016	1.090%		\$20,000.00							90 DAYS
NORTH STATE BANK		CD 7503	48 M	10/18/2012	10/18/2016	1.090%		\$10,000.00							90 DAYS
NORTH STATE BANK		CD 7504	48 M	10/18/2012	10/18/2016	1.090%		\$10,000.00							90 DAYS
NORTH STATE BANK		CD 7505	48 M	10/18/2012	10/18/2016	1.090%			\$5,000.00						90 DAYS
NORTH STATE BANK		CD 7506	48 M	10/18/2012	10/18/2016	1.090%			\$5,000.00						90 DAYS
NORTH STATE BANK		CD 7507	48 M	10/18/2012	10/18/2016	1.090%			\$5,000.00						90 DAYS
NORTH STATE BANK		CD 7508	48 M	10/18/2012	10/18/2016	1.090%				\$10,000.00					90 DAYS
NORTH STATE BANK		CD 7509	48 M	10/18/2012	10/18/2016	1.090%					\$1,500.00				90 DAYS
NORTH STATE BANK		CD 7510	48 M	10/18/2012	10/18/2016	1.090%						\$10,000.00			90 DAYS
NORTH STATE BANK		CD 7511	48 M	10/18/2012	10/18/2016	1.090%						\$10,000.00			90 DAYS
LESS UNREALIZED GAIN															
TOTAL NORTH STATE CD'S							\$61,083.63	\$60,000.00	\$15,000.00	\$10,000.00	\$1,500.00	\$20,000.00	\$0.00	\$167,583.63	
SCOTT & STRINGFELLOW		02587DFTD	24 M	11/3/2011	11/4/2013	1.150%		\$15,025.65							N/A
SCOTT & STRINGFELLOW		02005QXQ1	24 M	11/16/2011	11/18/2013	1.150%		\$4,007.80							N/A
SCOTT & STRINGFELLOW		38143AHD0	24 M	1/18/2012	1/21/2014	1.050%			\$2,004.78						N/A
SCOTT & STRINGFELLOW		0258DFTD	24 M	11/3/2011	11/4/2013	1.150%				\$5,008.55					N/A
SCOTT & STRINGFELLOW		254670S45	24 M	8/31/2011	9/3/2013	0.900%					\$1,000.39				N/A
SCOTT & STRINGFELLOW		02005QXQ1	24 M	11/16/2011	11/18/2013	1.150%					\$1,001.95				N/A
SCOTT & STRINGFELLOW		254670P48	24 M	8/17/2011	8/19/2013	0.850%						\$2,000.36			N/A
SCOTT & STRINGFELLOW		254670S45	24 M	8/31/2011	9/3/2013	0.900%						\$5,001.95			N/A
SCOTT & STRINGFELLOW		02005QXQ1	24 M	11/16/2011	11/18/2013	1.150%						\$3,005.85			N/A
SCOTT & STRINGFELLOW		02587DHF8	24 M	11/23/2011	11/25/2013	1.100%						\$7,013.44			N/A
LESS UNREALIZED GAIN								(\$33.45)	(\$4.78)	(\$8.55)	(\$2.34)	(\$21.60)	\$0.00		
TOTAL \$4.5 CD'S								\$19,000.00	\$2,000.00	\$5,000.00	\$2,000.00	\$17,000.00	\$0.00	\$45,000.00	
VANTAGE SOUTH BANK		*09-1	48M	2/15/2013	2/15/2017	1.050%		\$10,043.24							60-90-360 DAYS
VANTAGE SOUTH BANK		*89-1	48M	2/15/2013	2/15/2017	0.990%		\$8,032.61							60-90-360 DAYS
VANTAGE SOUTH BANK		*77-1	48M	2/15/2013	2/15/2017	0.990%			\$5,020.38						60-90-360 DAYS
VANTAGE SOUTH BANK		*72-1	48M	2/15/2013	2/15/2017	0.990%			\$2,510.19						60-90-360 DAYS
VANTAGE SOUTH BANK		*23-1	48M	2/15/2013	2/15/2017	0.990%				\$4,016.31					60-90-360 DAYS
VANTAGE SOUTH BANK		*27-1	48M	2/15/2013	2/15/2017	0.990%						\$5,020.38			60-90-360 DAYS
VANTAGE SOUTH BANK		*95-1	48M	2/15/2013	2/15/2017	0.990%						\$5,020.38			60-90-360 DAYS
VANTAGE SOUTH BANK		*17-1	48M	2/15/2013	2/15/2017	0.990%						\$3,012.23			60-90-360 DAYS
LESS UNREALIZED GAIN															
TOTAL VANTAGE SOUTH CD'S								\$18,075.85	\$7,530.57	\$4,016.31	\$0.00	\$13,052.99	\$0.00	\$42,675.72	
MONEY MARKET ACCTS.															
SCOTT & STRINGFELLOW		M/M					\$0.00	\$358.35	\$8,048.27	\$28.51	\$5.70	\$55.29	\$0.00	\$8,496.12	
ALLIANCE		M/M					\$0.00	\$36,095.03	\$9,569.77	\$7,383.04	\$3,188.14	\$17,592.05	\$25,045.74	\$98,873.77	
ALLIANCE - IN TRANSIT							\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$5.59)	(\$5.59)	
TOTAL RESERVE							\$0.00	\$133,529.23	\$42,148.61	\$26,427.86	\$6,693.84	\$76,519.19	\$25,040.15	\$310,358.88	
TOTAL OPERATING							\$61,083.63							\$61,083.63	
GRAND TOTAL														\$371,442.51	

CD'S BY MATURITY DATE	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2014	2015	2016	2017			
	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC							
RESERVE ACCOUNTS:																	
TABERNA MASTER									19,000				60,000	18,000			
TAB. EMERGENCY FUND											2,000		15,000	7,500			
ABBINGTON WOODS									5,000				10,000	4,000			
BOLEYN CREEK							1,000		1,000				1,500				
ONE TABERNA WAY						2,000	5,000		10,000		8,818		20,000	13,000			
TABERNA LANDING																	
OPERATING ACCTS:																	
TABERNA MASTER OPR.													60,000				
TOTAL	0	0	0	0	0	2,000	6,000	0	35,000	0	10,818	0	166,500	42,500			262,818

TABERNA MASTER H/O

	2009	2010	2011	2012	2013	2013	2014
	Actual	Actual	Actual	Actual	Budget	12/31 EST.	Budget
Annual Dues	235/258/265	220/243/249	220/243/249	270/295/295	270/295/295	270/295/295	270/295/295
Cash Receipts							
Dues	\$ 183,371	\$ 171,773	\$ 172,167	\$ 212,148	\$ 211,665	\$ 211,935	\$ 211,935
Misc/ Gifts	\$ 1,015	\$ -	\$ 190	\$ 58	\$ -	\$ -	\$ -
Fines/Late fees	\$ 3,726	\$ 3,759	\$ 5,665	\$ 3,060	\$ -	\$ 3,800	\$ -
Interest Income-Operating	\$ 791	\$ 757	\$ 426	\$ 22	\$ 200	\$ 1,300	\$ 1,400
Prior Year's Appropriation	\$ -	\$ -	\$ -	\$ -	\$ 4,781	\$ -	\$ 5,178
Transfer from Emerg. Reserve	\$ -	\$ -	\$ -	\$ 4,373	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 188,902	\$ 176,289	\$ 178,448	\$ 219,659	\$ 216,646	\$ 217,035	\$ 218,513
Cash Disbursements							
Landscaping-Contracts	\$ 92,435	\$ 101,165	\$ 101,658	\$ 104,898	\$ 111,066	\$ 111,066	\$ 111,066
Bldg/Grounds Mtnc-Misc	\$ 10,553	\$ 7,609	\$ 9,017	\$ 8,964	\$ 11,000	\$ 10,000	\$ 11,000
Projects / Beautification	\$ 25,971	\$ 9,215	\$ 8,063	\$ 6,156	\$ 5,000	\$ 6,000	\$ 3,600
Other Improvements	\$ 5,352	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Drainage Upkeep	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities - water	\$ 5,066	\$ 7,806	\$ 8,008	\$ 6,286	\$ 6,000	\$ 4,000	\$ 4,200
Utilities - electricity	\$ 2,805	\$ 2,427	\$ 2,910	\$ 2,109	\$ 2,400	\$ 1,800	\$ 1,900
HOA - Office Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 540	\$ 600
Crime Watch / EMT	\$ -	\$ 192	\$ -	\$ -	\$ 300	\$ 350	\$ 350
Admin. Expenses	\$ 2,579	\$ 2,794	\$ 1,788	\$ 3,063	\$ 4,560	\$ 3,100	\$ 3,200
Misc/ Web/ Mktg/Functions	\$ 649	\$ 773	\$ 678	\$ 810	\$ 1,300	\$ 2,000	\$ 1,500
Accounting	\$ 6,521	\$ 8,414	\$ 8,594	\$ 714	\$ -	\$ -	\$ -
Audit & Tax Prep	\$ -	\$ -	\$ -	\$ 4,045	\$ 750	\$ 3,100	\$ 3,200
Legal	\$ 6,301	\$ 3,187	\$ 1,821	\$ 1,596	\$ 4,000	\$ 12,000	\$ 7,500
Management Fees	\$ -	\$ -	\$ -	\$ 38,738	\$ 38,784	\$ 38,784	\$ 38,784
Insurance	\$ 4,861	\$ 4,497	\$ 4,854	\$ 4,944	\$ 5,225	\$ 4,899	\$ 5,000
Rent of HOA Office space	\$ 3,900	\$ 3,900	\$ 4,125	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200
Annual Meeting expenses	\$ 853	\$ 945	\$ 588	\$ 200	\$ 1,500	\$ 1,500	\$ 1,600
Taxes	\$ 987	\$ 1,017	\$ 1,370	\$ 478	\$ 750	\$ -	\$ 500
Write Off Bad Debt	\$ -	\$ 1,703	\$ 100	\$ 780	\$ -	\$ -	\$ -
Mailboxes & Posts	\$ 248	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lot Front Mowings	\$ (255)	\$ 118	\$ -	\$ 74	\$ -	\$ -	\$ -
Bushhogging	\$ 256	\$ -	\$ 551	\$ 256	\$ -	\$ -	\$ -
Replacement Reserves	\$ 10,000	\$ 10,425	\$ 11,200	\$ 11,330	\$ 11,811	\$ 11,811	\$ 12,313
Operations Emergency Fund	\$ -	\$ -	\$ 1,100	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
Oper. Emer. Fund Usage	\$ -	\$ -	\$ 18,570	\$ -	\$ -	\$ -	\$ -
Repl. Reserve Usage	\$ -	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ -
TOTAL DISBURSEMENTS	\$ 179,080	\$ 166,187	\$ 190,991	\$ 199,639	\$ 216,646	\$ 223,150	\$ 218,513
REVENUES LESS EXPENSES	\$ 9,822	\$ 10,102	\$ (12,543)	\$ 20,020	\$ -	\$ (6,115)	\$ -

BALANCE SHEET	
Projected @ 12/31/2013	
ASSETS	
Cash	58,521
Reserves	
Replacement	\$ 139,492
Emergency	\$ 42,300
Receivables	8,600
TOTAL ASSETS	248,913
LIABILITIES	
Compliance Deposits	2,000
Mailbox Deposits	307
TOTAL LIABILITIES	1,391
FUND BALANCE	
B/F @ 1/1/2013	205,916
Res/Fund Additions	11,811
Fund Change	29,795
FUND BALANCE	247,522
LIAB/FUND BALANCE	248,913

2013 HOA MASTER DUES	
762 Lots	270
4 Commercial Lots	295
17 Lake Leman Lots	295

TABERNA COMMUNITIES			
ABBINGTON WOODS			
	2012	2013	2014
	Actual	Budget	Budget
ANNUAL DUES	\$750 (62)	\$800 (62)	\$840 (62)
Cash Receipts			
Dues	\$ 46,480	\$ 49,600	\$ 52,080
Fines/Late fees	\$ -	\$ -	\$ -
Interest Income - Other	\$ 25	\$ -	\$ 25
Prior Years' Appropriation	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 46,505	\$ 49,600	\$ 52,105
Cash Disbursements			
Landscape Maintenance	\$ 42,114	\$ 46,128	\$ 48,360
Landscape Miscellaneous	\$ -	\$ 125	\$ 150
Administration-Supplies	\$ 170	\$ 107	\$ 250
Accounting	\$ 288	\$ -	\$ -
Income Tax Expense	\$ 33	\$ 140	\$ 30
Use of Reserves	\$ -	\$ -	\$ -
New Reserves	\$ 3,655	\$ 3,100	\$ 3,100
TOTAL DISBURSEMENTS	\$ 46,260	\$ 49,600	\$ 51,890
REVENUES LESS EXPENSES	\$ 245	\$ -	\$ 215

BOLEYN CREEK VILLAS			
	2012	2013	2014
	Actual	Budget	Budget
ANNUAL DUES	\$780 (23)	\$800 (23)	\$840 (23)
Cash Receipts			
Dues	\$ 17,940	\$ 18,400	\$ 19,320
Fines/Late fees	\$ 620	\$ -	\$ -
Interest Income - Other	\$ -	\$ -	\$ -
Prior Years' Appropriation	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 18,560	\$ 18,400	\$ 19,320
Cash Disbursements			
Landscape Maintenance	\$ 15,610	\$ 16,500	\$ 17,325
Landscape Miscellaneous	\$ -	\$ 700	\$ 700
Administration-Supplies	\$ 72	\$ 100	\$ 110
Accounting	\$ 209	\$ -	\$ -
Income Tax Expense	\$ 4	\$ 134	\$ 30
Use of Reserves	\$ -	\$ -	\$ -
New Reserves	\$ 1,455	\$ 966	\$ 1,002
TOTAL DISBURSEMENTS	\$ 17,350	\$ 18,400	\$ 19,167
REVENUES LESS EXPENSES	\$ 1,210	\$ -	\$ 153

ONE TABERNA WAY			
	2012	2013	2014
	Actual	Budget	Budget
ANNUAL DUES	\$1800 (16)	\$1800 (16)	\$1800 (16)
Cash Receipts			
Dues	\$ 28,800	\$ 28,800	\$ 28,800
Fines/Late Fees	\$ 340	\$ -	\$ -
Interest Income - Other	\$ -	\$ -	\$ 10
Prior Years' Appropriation	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 29,140	\$ 28,800	\$ 28,810
Cash Disbursements			
Landscaping	\$ 16,800	\$ 16,850	\$ 16,850
Landscaping Miscellaneous	\$ 4,303	\$ 2,250	\$ 2,100
Building Miscellaneous	\$ 500	\$ 1,250	\$ 1,250
Administration-Supplies	\$ 58	\$ 190	\$ 120
Accounting	\$ 304	\$ -	\$ -
Income Tax Expense	\$ 149	\$ 148	\$ 30
Use of Reserves	\$ -	\$ -	\$ -
New Reserves	\$ 7,440	\$ 8,112	\$ 8,457
TOTAL DISBURSEMENTS	\$ 29,554	\$ 28,800	\$ 28,807
REVENUES LESS EXPENSES	\$ (414)	\$ -	\$ 3

TABERNA LANDINGS			
	2012	2013	2014
	Actual	Budget	Budget
ANNUAL DUES	\$1000 (6)	\$1000 (6)	\$1160 (6)
Cash Receipts			
Dues	\$ 6,000	\$ 6,000	\$ 6,960
Fines/Late Fees	\$ 40	\$ -	\$ -
Interest Income - Other	\$ -	\$ -	\$ 10
Prior Years' Appropriation	\$ -	\$ -	\$ -
TOTAL RECEIPTS	\$ 6,040	\$ 6,000	\$ 6,970
Cash Disbursements			
Landscaping	\$ 3,425	\$ 3,440	\$ 3,440
Landscaping Miscellaneous	\$ 330	\$ 600	\$ 600
Building Miscellaneous	\$ -	\$ -	\$ -
Administration-Supplies	\$ 29	\$ 60	\$ 70
Accounting	\$ 193	\$ -	\$ -
Income Tax Expense	\$ 28	\$ 130	\$ 30
Use of Reserves	\$ -	\$ -	\$ -
New Reserves	\$ 2,309	\$ 1,770	\$ 2,730
TOTAL DISBURSEMENTS	\$ 6,314	\$ 6,000	\$ 6,870
REVENUES LESS EXPENSES	\$ (274)	\$ -	\$ 100

BALANCE SHEET	Abbington	Boleyn
Est. @ 12/31/2013	Woods	Creek
ASSETS		
Cash	10,265	3,447
Reserves	27,924	7,230
Receivables	1,865	270
TOTAL ASSETS	40,054	10,947
LIABILITIES		
Liabilities	0	0
TOTAL LIABILITIES	0	0
FUND BALANCE		
B/F @ 1/1/2013	31,442	7,596
Res/Fund Additions	3,100	966
Fund Change	5,512	2,385
FUND BALANCE	40,054	10,947
LIAB/FUND BALANCE	40,054	10,947

BALANCE SHEET	OTW	Taberna
Proj. @ 12/31/2013		Landings
ASSETS		
Cash	2,171	1,067
Reserves	80,429	(3,891)
Receivables	4,105	0
TOTAL ASSETS	86,705	(2,824)
LIABILITIES		
Liabilities	0	0
TOTAL LIABILITIES	0	0
FUND BALANCE		
B/F @ 1/1/2013	68,066	23,029
Res/Fund Additions	8,112	2,309
Fund Change	10,527	(28,162)
FUND BALANCE	86,705	(2,824)
LIAB/FUND BALANCE	86,705	(2,824)

YEARLY RESERVE PLAN ANALYSIS										
THE LANDINGS										
1% thru 2015										
3% after										
3% YEARLY										
YEAR	STARTING RESERVE BALANCE	FULLY FUNDED BALANCE	PERCENT FUNDED	FUNDING PER UNIT 6 UNITS	ANNUAL RESERVE CONTRIB.	SPECIAL ASSMT.	INTEREST INCOME	RESERVE EXPENSES	ENDING BALANCE	SCHLD. WORK
2011									\$21,567	
2012	\$21,567	\$23,723	90.9%	\$385	\$2,309	\$0	\$105	\$0	\$23,981	
2013	\$23,981	\$29,733	80.7%	\$295	\$1,770	\$0	\$91	\$29,733	(\$3,891)	REPAVE
2014	(\$3,891)	\$2,292	-169.8%	\$455	\$2,730	\$0	(\$39)	\$0	(\$1,200)	
2015	(\$1,200)	\$4,721	-25.4%	\$469	\$2,812	\$0	(\$12)	\$0	\$1,600	
2016	\$1,600	\$7,294	21.9%	\$483	\$2,896	\$0	\$48	\$0	\$4,545	
2017	\$4,545	\$10,016	45.4%	\$497	\$2,983	\$0	\$56	\$5,327	\$2,257	SLURRY
2018	\$2,257	\$7,410	30.5%	\$512	\$3,073	\$0	\$68	\$0	\$5,398	
2019	\$5,398	\$10,288	52.5%	\$527	\$3,165	\$0	\$162	\$0	\$8,724	
2020	\$8,724	\$13,333	65.4%	\$543	\$3,260	\$0	\$262	\$0	\$12,246	
2021	\$12,246	\$16,552	74.0%	\$560	\$3,358	\$0	\$277	\$5,995	\$9,885	SLURRY
2022	\$9,885	\$13,776	71.8%	\$576	\$3,458	\$0	\$297	\$0	\$13,640	
2023	\$13,640	\$17,179	79.4%	\$594	\$3,562	\$0	\$409	\$0	\$17,611	
2024	\$17,611	\$20,775	84.8%	\$611	\$3,669	\$0	\$528	\$0	\$21,809	
2025	\$21,809	\$24,570	88.8%	\$630	\$3,779	\$0	\$553	\$6,748	\$19,393	SLURRY
2026	\$19,393	\$21,624	89.7%	\$649	\$3,892	\$0	\$582	\$0	\$23,867	
2027	\$23,867	\$25,638	93.1%	\$668	\$4,009	\$0	\$716	\$0	\$28,592	
2028	\$28,592	\$29,873	95.7%	\$688	\$4,129	\$0	\$858	\$0	\$33,579	
2029	\$33,579	\$34,340	97.8%	\$709	\$4,253	\$0	\$893	\$7,595	\$31,131	SLURRY
2030	\$31,131	\$31,225	99.7%	\$730	\$4,381	\$0	\$934	\$0	\$36,446	
2031	\$36,446	\$35,949	101.4%	\$752	\$4,512	\$0	\$1,093	\$0	\$42,051	
2032	\$42,051	\$40,929	102.7%	\$775	\$4,648	\$0	\$1,262	\$0	\$47,961	
2033	\$47,961	\$46,175	103.9%	\$798	\$4,787	\$0	\$1,311	\$8,548	\$45,510	SLURRY
2034	\$45,510	\$42,895	106.1%	\$822	\$4,931	\$0	\$1,365	\$0	\$51,806	
2035	\$51,806	\$48,445	106.9%	\$846	\$5,079	\$0	\$1,554	\$0	\$58,439	
2036	\$58,439	\$54,289	107.6%	\$872	\$5,231	\$0	\$1,753	\$0	\$65,423	
2037	\$65,423	\$60,441	108.2%	\$898	\$5,388	\$0	\$1,200	\$50,820	\$21,192	REPAVE
2038	\$21,192	\$4,658	454.9%	\$925	\$5,550	\$0	\$636	\$0	\$27,377	
2039	\$27,377	\$9,596	285.3%	\$953	\$5,716	\$0	\$821	\$0	\$33,914	

YEARLY RESERVE PLAN ANALYSIS										
THE LANDINGS										
1% thru 2015										
3% after										
3% YEARLY										
	STARTING	FULLY		FUNDING	ANNUAL					
	RESERVE	FUNDED	PERCENT	PER UNIT	RESERVE	SPECIAL	INTEREST	RESERVE	ENDING	SCHLD.
YEAR	BALANCE	BALANCE	FUNDED	6 UNITS	CONTRIB.	ASSMT.	INCOME	EXPENSES	BALANCE	WORK
2040	\$33,914	\$14,826	228.7%	\$981	\$5,887	\$0	\$1,017	\$0	\$40,819	
2041	\$40,819	\$20,361	200.5%	\$1,011	\$6,064	\$0	\$1,062	\$10,828	\$37,117	SLURRY
2042	\$37,117	\$15,062	246.4%	\$1,041	\$6,246	\$0	\$1,114	\$0	\$44,477	
2043	\$44,477	\$20,914	212.7%	\$1,072	\$6,433	\$0	\$1,334	\$0	\$52,244	
2044	\$52,244	\$27,104	192.8%	\$1,104	\$6,626	\$0	\$1,567	\$0	\$60,438	
2045	\$60,438	\$33,647	179.6%	\$1,138	\$6,825	\$0	\$1,630	\$12,187	\$56,706	SLURRY
2046	\$56,706	\$28,004	202.5%	\$1,172	\$7,030	\$0	\$1,701	\$0	\$65,437	
2047	\$65,437	\$34,922	187.4%	\$1,207	\$7,241	\$0	\$1,963	\$0	\$74,641	
2048	\$74,641	\$42,230	176.7%	\$1,243	\$7,458	\$0	\$2,239	\$0	\$84,339	
2049	\$84,339	\$49,946	168.9%	\$1,280	\$7,682	\$0	\$2,324	\$13,717	\$80,628	SLURRY
2050	\$80,628	\$43,957	183.4%	\$1,319	\$7,912	\$0	\$2,419	\$0	\$90,959	

Violations Report - 8/26/13

Address	Owner Name	Summary	Create Date	CCR Code	Active
ARBON COURT					
204 ARBON COURT	GEOFFREY & KERRY MCKEEL	Property maintenance	7/26/2013	006	YES
ARBON LANE					
112 ARBON LANE	DANIEL PATRICK KELLY	Property maintenance	7/26/2013	006	YES
EMMEN ROAD					
104 EMMEN ROAD	STEVEN & JEAN HIMELSPACH	Property maintenance	7/26/2013	006	YES
305 EMMEN ROAD	JOHN & DORIS BERNARD	Yard Maintenance	6/8/2013	005	YES
FRIBURG ROAD					
118 FRIBURG ROAD	JAMES M RUSSO	Boats, Trailers, etc.	7/26/2013	001	YES
120 FRIBURG ROAD	RUSSELL & VALERIE CLARK	Lot Maintenance	7/2/2013	007	YES
KRIENS COURT					
104 KRIENS COURT	JOHN & SALLY MCKINNEY	Yard Maintenance	7/26/2013	005	YES
LIESTAL LANE					
100 LIESTAL LANE	JIM & SUSAN STOVER	Property maintenance	7/26/2013	006	YES
NEUCHATEL COURT					
212 NEUCHATEL COURT	ANDREW P. KEMSKIE	Boats, Trailers, etc.	7/26/2013	001	YES
NEUCHATEL ROAD					
404 NEUCHATEL ROAD	ANDREW & STEFANIE RUNDLE	Signs	7/26/2013	008	YES
425 NEUCHATEL ROAD	NEAL & CINDY FRAZIER	Property maintenance	7/26/2013	006	YES
444 NEUCHATEL ROAD	MICHAEL & PATRICIA SMITH	Property maintenance	7/26/2013	006	YES
NYON ROAD					
118 NYON ROAD	JESSE & JUDY TEGTMEIER	Property maintenance	3/21/2013	006	YES
118 NYON ROAD	JESSE & JUDY TEGTMEIER	Property maintenance	7/3/2013	006	YES
118 NYON ROAD	JESSE & JUDY TEGTMEIER	Property maintenance	7/26/2013	006	YES
TABERNA CIRCLE					
501 TABERNA CIRCLE	PHILLIP CARL TABOR, JR.	Property maintenance	5/22/2013	006	YES
501 TABERNA CIRCLE	PHILLIP CARL TABOR, JR.	Property maintenance	7/3/2013	006	YES
501 TABERNA CIRCLE	PHILLIP CARL TABOR, JR.	Property maintenance	7/26/2013	006	YES
906 TABERNA CIRCLE	JAMES FRANKLIN EDGERTON	Property maintenance	8/7/2013	006	YES
TEUFEN ROAD					
106 TEUFEN ROAD	JOHN & KAREN WILKIN	Property maintenance	7/26/2013	006	YES

TABERNA MASTER HOA, INC

Violations Report - 8/26/13

Address	Owner Name	Summary	Create Date	CCR Code	Active
TICINO COURT					
227 TICINO COURT	WILLIAM & PEGGY MACSAVENY	Basketball Goal and Picnic Table	7/26/2013	003	YES
USTER COURT					
105 USTER COURT	FREDERICK & LISA MERCIER	Basketball Goal and Picnic Table	7/3/2013	003	YES
105 USTER COURT	FREDERICK & LISA MERCIER	Basketball Goal and Picnic Table	7/26/2013	003	YES
VAUD COURT					
101 VAUD COURT	JAMES GRAHAM JACKSON	Property maintenance	7/26/2013	006	YES
109 VAUD COURT	JOHN & CECELIA RUESCHLIN	Property maintenance	7/26/2013	006	YES
109 VAUD COURT	JOHN & CECELIA RUESCHLIN	Wetlands	8/5/2013		YES
109 VAUD COURT	JOHN & CECELIA RUESCHLIN	Wetlands	8/5/2013		YES

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS	NAME						STATUS
902 TABERNA CIRCLE	ANDERSON	405.00	20.00	20.00	2885.50	3330.50	AT ATTORNEY
203 BADEN COURT	SIMMONS	20.00	20.00	20.00	1720.00	1780.00	AT ATTORNEY
310 NEUCHATEL ROAD	DRAGO	845.00	20.00	20.00	375.00	1260.00	AT ATTORNEY
111 TICINO ROAD	GILKEY	20.00	20.00	20.00	877.00	937.00	AT ATTORNEY
128 TEUFEN ROAD	RUSSO	20.00	20.00	20.00	865.00	925.00	AT ATTORNEY
417 NEUCHATEL ROAD	DORRMAN	261.23	20.00	195.00	375.00	851.23	AT ATTORNEY
302 TABERNA CIRCLE	FLAGER	259.39	20.00	195.00	375.00	849.39	AT ATTORNEY
119 ST. GALLEN COURT	LAMM	20.00	20.00	280.00	395.00	715.00	AT ATTORNEY
118 NYON ROAD	TEGTMEIER	20.00	20.00	20.00	595.00	655.00	AT ATTORNEY
325 NEUCHATEL ROAD	SCHIFFINO	195.00	20.00	20.00	375.00	610.00	AT ATTORNEY
400 NEUCHATEL ROAD	JOHAOC	20.00	20.00	20.00	335.00	395.00	FINAL NOTICE
207 NYDEGG ROAD	HARRIS	253.85	0.00	0.00	0.00	253.85	AT ATTORNEY
119 SURSEE COURT	WILLCOX	247.00	0.00	0.00	0.00	247.00	
602 TABERNA CIRCLE	SINCLAIR	0.00	0.00	204.73	0.00	204.73	
114 TEUFEN ROAD	DUNKER	0.00	130.00	0.00	0.00	130.00	
115 SURSEE COURT	WILLCOX	0.00	129.00	0.00	0.00	129.00	
117 SURSEE COURT	WILLCOX	0.00	59.00	0.00	59.00	118.00	
112 BRUGG COURT	KLAUMANN	0.00	0.00	101.10	0.00	101.10	
207 TICINO COURT	SUITT	0.00	0.00	0.00	60.00	60.00	FINAL NOTICE
512 NEUCHATEL ROAD	CAPONE	0.00	59.00	0.00	0.00	59.00	
226 MELLEN ROAD	MELCHOIR	0.00	43.00	0.00	0.00	43.00	
104 USTER COURT	ANTAYA	40.00	0.00	0.00	0.00	40.00	
223 TICINO COURT	FEDERAL*	0.00	0.00	0.00	38.36	38.36	1st Notice
323 NEUCHATEL ROAD	FICKLE	20.00	0.00	0.00	0.00	20.00	
407 NEUCHATEL ROAD	CHRISE	20.00	0.00	0.00	0.00	20.00	
114 REINACH LANE	DOLAN	20.00	0.00	0.00	0.00	20.00	
203 WALDEN COURT	HUMPHREY	0.00	0.00	0.00	20.00	20.00	FINAL NOTICE
131 ST. GALLEN COURT	CAPONE	5.00	0.00	0.00	0.00	5.00	
	TOTAL:	2691.47	640.00	1135.83	9349.86	13817.16	

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS NAME STATUS

REPORT SUMMARY

COD N/A	DESCRIPTION	ACCOUNT #	CURREN	OVER 30	OVER 60	OVER 90	TOTAL
A1	DUES	1400	0.00	0.00	0.00	6035.86	6035.86
01	Late Fees	1400	325.00	220.00	220.00	3080.00	3845.00
03	Doc Proc. Fee	1400	0.00	0.00	0.00	175.00	175.00
05	Attorney Fees	1400	2119.47	0.00	610.00	0.00	2729.47
07	Lot mowing	1400	0.00	220.00	0.00	59.00	279.00
08	Bushhogging	1400	247.00	200.00	0.00	0.00	447.00
10	Mailbox Charge	1400	0.00	0.00	305.83	0.00	305.83
GRAND TOTA			2691.47	640.00	1135.83	9349.86	13817.16

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS	NAME	CURRENT	OVER 30	OVER 60	OVER 90	TOTAL	STATUS
117 ST. GALLEN COURT	CARRIGAN	0.00	150.00	0.00	0.00	150.00	p2p
119 ST. GALLEN COURT	LAMM	666.15	450.00	20.00	3085.00	4221.15	at attorney
	TOTAL:	666.15	600.00	20.00	3085.00	4371.15	

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS	NAME	CURRENT	OVER 30	OVER 60	OVER 90	TOTAL	STATUS
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REPORT SUMMARY

CODI N/A	DESCRIPTION	ACCOUNT #	CURRENT	OVER 30	OVER 60	OVER 90	TOTAL
A1	ASSESSMENT	1100	0.00	600.00	0.00	3085.00	3685.00
01	Late Fees	1100	20.00	0.00	20.00	0.00	40.00
05	Attorney Fees	1100	646.15	0.00	0.00	0.00	646.15
GRAND TOTAL			666.15	600.00	20.00	3085.00	4371.15

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ELINQUENCY AMOUNT
01100	Dues Receivable	4371.15
TOTAL		\$4371.15

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS	NAME	CURRENT	OVER 30	OVER 60	OVER 90	TOTAL	STATUS
TOTAL:		0.00	0.00	0.00	0.00	0.00	

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS	NAME						STATUS
310 NEUCHATEL ROAD	DRAGO	20.00	200.00	20.00	505.00	745.00	at attorney
318 NEUCHATEL ROAD	EDSALL	0.00	13.00	0.00	0.00	13.00	
321 NEUCHATEL ROAD	MASON	0.00	40.00	0.00	0.00	40.00	
324 NEUCHATEL ROAD	BUTLER	45.00	200.00	20.00	220.00	485.00	15 day demand
325 NEUCHATEL ROAD	SCHIFFINO	20.00	200.00	20.00	505.00	745.00	at attorney
400 NEUCHATEL ROAD	JOHAOC	0.00	12.50	0.00	0.00	12.50	final notice
405 NEUCHATEL ROAD	CHRISE	195.00	200.00	0.00	215.00	610.00	at attorney
417 NEUCHATEL ROAD	DORRMAN	0.00	20.00	0.00	0.00	20.00	at attorney
103 USTER COURT	BEAUCHAMP	20.00	200.00	0.00	0.00	220.00	late notice
110 VALAIS COURT	FIRST	20.00	200.00	0.00	0.00	220.00	late notice
110 VALAIS COURT	JOHAOC*	0.00	0.00	0.00	96.77	96.77	late notice
	TOTAL:	320.00	1285.50	60.00	1541.77	3207.27	

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS NAME STATUS

REPORT SUMMARY

COD N/A	DESCRIPTION	ACCOUNT #	CURREN	OVER 30	OVER 60	OVER 90	TOTAL
A1	DUES	1100	0.00	1285.50	0.00	1251.77	2537.27
01	Late Fees	1100	120.00	0.00	60.00	240.00	420.00
03	Doc. Proc. Fee	1100	25.00	0.00	0.00	50.00	75.00
05	Attorney Fees	1100	175.00	0.00	0.00	0.00	175.00
GRAND TOTA			320.00	1285.50	60.00	1541.77	3207.27

AGED OWNER BALANCES: AS OF Aug. 26, 2013

STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS	NAME						STATUS
107 BOLEYN LOOP	SWAIN	0.00	20.00	0.00	0.00	20.00	late notice
313 TABERNA CIRCLE	WHITE	0.00	20.00	0.00	0.00	20.00	
409 TABERNA CIRCLE	MCCARDLE	0.00	40.00-	0.00	60.00	20.00	15 day demand
	TOTAL:	0.00	0.00	0.00	60.00	60.00	

AGED OWNER BALANCES: AS OF Aug. 26, 2013
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS NAME STATUS

REPORT SUMMARY

COD N/A	DESCRIPTION	ACCOUNT #	CURREN	OVER 30	OVER 60	OVER 90	TOTAL
A1	ASSESSMENT	###	0.00	0.00	##	60.00	60.00
		GRAND TOTA	0.00	0.00	##	60.00	60.00

Nominating Committee Preliminary Report August 27, 2013

The committee met on August 6, 2013 at the HOA office at 3PM to establish objectives for the ensuing candidate selection process.

Identified the following as desires:

- Another woman
- Someone who has or does run something (management)
- Financial background
- Contracts/legal/paralegal person

Concurred on using TabMail to seek candidates

Concurred on approaching Joe Kelly to seek reelection

We subsequently identified or contacted:

Joe Kelly	Frank McGee
Bob Sager	Byron Ashbrook
Sam Combs	Dennis Doyle
Bill Durante	Don Hanson
Tom Hardin	Dave Ruff
Sue Schrank	Peggy Shelton
Diane Stamm	Lora Starr
Debbie Walczak	Marie Woods
Marlin Havener	Bill Gent
Jean Hansen	

Negative responses:

Bill Durante	Marlin Havener
Tom Hardin	Bob Sager
Sue Schrank	Diane Stamm
Lora Starr	Marie Woods

Positive responses:

Joe Kelly	Kristie Miles [TabMail responder]
Frank McGee	Bill Gent
Maria Vincent [TabMail responder]	
Jean Hansen	

To do:

Talk with each of the yes responders by at least one committee member other than the sponsor.
Expect to wrap up by mid September.

Submitted by:

Craig Baader
Louise Vondran
Gene Sharer