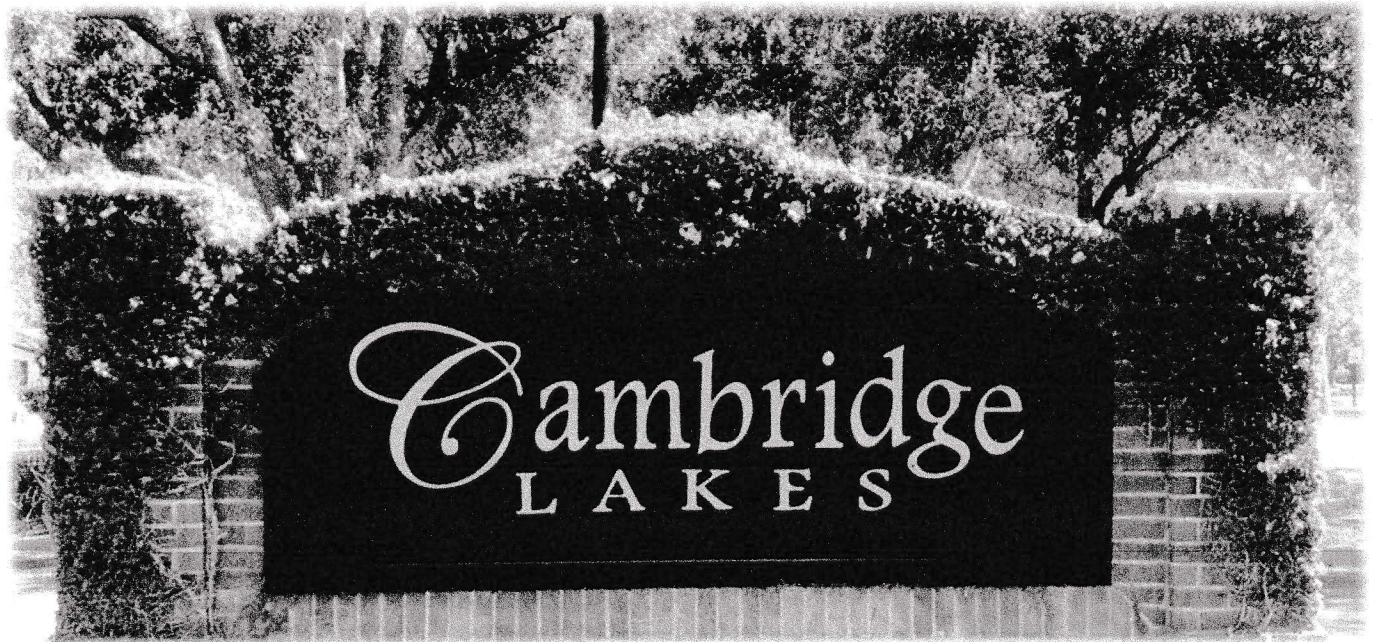


CAMBRIDGE LAKES HOA



ANNUAL MEETING
NOVEMBER 15, 2023

OUTSIDE OF CLUBHOUSE

CAMBRIDGE LAKES HOMEOWNERS' ASSOCIATION

2023 ANNUAL MEETING

A G E N D A

1. Call to Order
2. Certification of Quorum
3. Reading and Approval of the 2022 Annual Meeting Minutes
4. President's Report
5. Budget Approval Report
6. Board Member Elections
 - a) Open Floor for Additional Nominations/Volunteers
 - b) Introduce Candidates Each Candidate has 3 Minutes to speak.
 - c) Cast Votes and Collect Ballots
 - d) Tally Votes
7. While Votes are being Tallied:
 - a) Open Forum ... Owners can speak up to 3 minutes, led by President.
8. Announce Election Results
9. Meeting Adjournment

*Board can Meet after meeting to Elect Officers: President, VP, Treasurer and Secretary

Cambridge Lakes Homeowner's Association



PRESIDENT'S REPORT

Nov 2023

Kim Magraw President HOA

To start with, a big thank you to our board members. This year we have agreed, argued, disagreed, and reconciled. We then also showed respect, understanding, and flexibility in working with each other. These are great attributes about this board. Angie, Nora, Phyllis completed a lot of items this year. Thanks for being understanding, and patient. And a Great team.

Great changes in our community value of our homes! Sale prices over \$400,000 has been reached in a closing, and to think that our values now are averaging over \$400,000. Upgraded 3 bedrooms we should see at \$445,000 this year. This speaks about the quality of our community. The grounds, the people and the upkeep.

What are some of the key items that happened to our community this year. New janitorial company, thanks Tatiana and her team, we are all noticing how much cleaner. Simply Green landscaping now has completed a year of service and wow what a great job. Their trimming is impressive, flowers that were so beautiful this summer, new plants installed, and entrances improved. The fence was repaired and painted. The parking bumpers were installed, reflective, and eco, we shopped and found a great product, low budget for install as well. Drainage system installed at buildings A and B, gutter repairs at Building A, and drainage for several units was improved. We spent much time on the grounding of electrical for the buildings, and we brought all this to code and improved. Thanks to some advice from owners, we purchased elevator parts that may be delayed or have long lead times. Our goal to be able to repair elevators as quickly as possible. Trimmed all the Crete Myrtles, and some other trees. Pressure washed the backside of the buildings. Hard to believe but we lowered our water bill by over 50% by going to a lot more drip lines. By the end of the year, we will change our phone service which will reduce our phone service expense by more than \$10,000.00. There have also been several replacements and repairs done to the fire alarm system.

Insurance, Q and A, Oh boy, here we go again a 25 to 30% increase again, the numbers are just frightening. The new appraisal came back at around \$33million, we cannot afford to insure our facility for that amount. The board decided to increase the amount of coverage slowly over 4 to 5 years. This year we will try to increase our value to \$24 million in total loss value. This will help keep our increase of the monthly budget at a lower rate.

In closing, Cambridge Lakes remains a jewel, a great place to live, a great place to walk, and a great community to be part of. One of the finest locations in Mt Pleasant.

The board & Kim Magraw President,

**CAMBRIDGE LAKES
APPROVED OPERATING BUDGET 2024**

INCOME	2023 Approved	8 Months Actual 4 Month Forecasted	2024 Approved
Regular Assessments	401,046.00	401,148.00	428,831.00
Late Fees	0.00	161.00	0.00
Interest on Operating/Reserve	0.00	11,109.00	0.00
Working Capital Income	0.00	3,150.00	0.00
Miscellaneous Income	0.00	1,920.00	0.00
TOTAL OPERATING REVENUE	401,046.00	417,488.00	428,831.00
<u>RESERVE FUND CONTRIBUTIONS:</u>			
Capital Reserve	99,300.00	99,300.00	102,000.00
TOTAL RESERVE CONTRIBUTION	99,300.00	99,300.00	102,000.00
TOTAL HOA INCOME	500,346.00	516,788.00	530,831.00
Stationary & Office Supplies	775.00	852.00	775.00
Postage	650.00	457.00	650.00
Management Fee	27,238.00	27,238.00	27,238.00
Board Meetings	0.00	0.00	0.00
Legal - Lien Fees	250.00	0.00	250.00
Federal Income Tax Expense	875.00	-557.00	875.00
State Income Tax	175.00	42.00	175.00
Tax Preparation	455.00	415.00	455.00
Miscellaneous Expense	500.00	11,228.00	500.00
Insurance Expense	144,688.00	154,751.00	187,200.00
Bad Debt Expense	0.00	0.00	0.00
Maintenance	38,000.00	27,573.00	35,000.00
Elevator Maintenance	10,100.00	10,191.00	10,200.00
HVAC Maintenance	2,500.00	968.00	2,000.00
Electricity	29,715.00	26,560.00	29,715.00
Telephone	16,000.00	25,466.00	12,000.00
Pest Control	1,528.00	1,742.00	1,528.00
Termite Bond	1,340.00	1,340.00	1,340.00
Janitorial Contract	21,300.00	21,975.00	24,000.00
Refuse Collection	17,000.00	18,823.00	19,100.00
Fire Alarm Contract/Repairs	8,000.00	9,804.00	8,000.00
Pool Contract	9,240.00	9,240.00	9,240.00
Pool Expense	550.00	533.00	550.00
Water-Irrigation	20,000.00	5,499.00	6,000.00
Irrigation Maintenance	3,500.00	4,014.00	3,500.00
Landscape Maint. Contract	37,067.00	31,448.00	35,940.00
Landscape Maint. Misc	9,600.00	5,000.00	12,600.00
Reserve Contribution	99,300.00	99,300.00	102,000.00
TOTAL EXPENSES	500,346.00	493,902.00	530,831.00
TOTAL MONTHLY FEE			425

Cambridge Lakes HOA 2023 Annual Meeting Financial Report

Operating Fund:

Cambridge Lakes HOA uses the fund method of accounting which requires funds, such as operating funds and funds held for future major repairs and replacements, be classified separately for accounting, and reporting purposes. Fund accounting is helpful in segregating funds which have been designated for special uses. Funds in the operating fund are generally for operating expenses. Funds in the reserve fund are designated for capital repairs and improvements.

The balance in the Operating Account on December 1, 2022, is \$4,854.83

Please see the Balance Sheet for the operation fund attached.

Reserve Fund:

The Capital Reserve fund is to be used for capital expenditures such as the repair and replacement of common area irrigation, entrance signs, sidewalks, hallway carpeting, interior painting, pool resurfacing, roofing and, storm repairs just to name a few.

Through careful planning the Board of Directors has been able to self-finance the insurance since 2014. Cambridge Lakes no longer wastes money on finance charges and instead paying ourselves back each month through a regular payment to the Reserve Account.

Cambridge Lakes has contributed \$82,750 to the Reserve Account so far in 2023 and will contribute a total of \$99,300 to the account in 2023. The balance in the Reserve Account on October 31, 2023, is \$509,071.53

This fund is also available for emergency needs such as storm clean up.

Please see Reserve Account Balance Sheets attached.

Delinquent Accounts:

There are only two (2) significant delinquencies in Cambridge Lakes. The Board of Directors has pursued all legal remedies to collect those funds. Both accounts now have "Confession of Judgements", against the owners.

Late letters continue to be sent to owners at 30, 60, and 90 days. After 90 days, at 100 days all delinquent accounts are turned over to the Associations attorney for collection. The legal fees for collections are billed back to the delinquent owner's account.

Approved Operating Budget:

The Approved Operating Budget for 2024 is attached for your review. There is an increase in monthly assessment for 2024 of 6.9% or \$24.00. The main contributing factor was the insurance costs.

Real Estate Sales for 2023:

There has been one (1) sale at Cambridge Lakes this year. The sale price was \$420,000. There was also one Quick Claim Deed to a family member regarding another unit in 2023. The average sales price for 2016 was \$195,000; in 2017 it was \$225,500; in 2018 it was \$232,800; in 2019 the average sales price was \$233,320; in 2020 the average sales price was \$250,437; in 2021 the average sales price is \$274,442; and in 2022 the average sales price was \$352,111.

*The community collected \$2,100 in working capital contributions so far this year from closings.

Balance Sheet Report
Cambridge Lakes HOA
Operating Fund
As of October 31, 2023

	<u>Balance Oct 31, 2023</u>	<u>Balance Sep 30, 2023</u>	<u>Change</u>
<u>Assets</u>			
Operating Assets			
1000-1 - Cash-First Citizens-Operating	4,854.83	18,909.06	(14,054.23)
1300 - Accounts Receivable	63,632.19	63,509.06	123.13
1500 - Allowance For Doubtful Accounts	(28,906.32)	(28,906.32)	0.00
1610 - Prepaid Insurance	25,791.86	38,687.79	(12,895.93)
Total Operating Assets	<u>65,372.56</u>	<u>92,199.59</u>	<u>(26,827.03)</u>
Total Assets	<u>65,372.56</u>	<u>92,199.59</u>	<u>(26,827.03)</u>
<u>Liabilities</u>			
Operating Liabilities			
2000 - Accounts Payable	4,580.76	5,341.14	(760.38)
2010 - Accrued Other	3,382.00	1,280.82	2,101.18
2025 - Unapplied Assessment Payments	7,617.84	7,958.60	(340.76)
2140 - Operating Due to Capital Reserve	60,225.19	73,121.12	(12,895.93)
Total Operating Liabilities	<u>75,805.79</u>	<u>87,701.68</u>	<u>(11,895.89)</u>
Total Liabilities	<u>75,805.79</u>	<u>87,701.68</u>	<u>(11,895.89)</u>

Balance Sheet Report
Cambridge Lakes HOA
Operating Fund
As of October 31, 2023

	<u>Balance Oct 31, 2023</u>	<u>Balance Sep 30, 2023</u>	<u>Change</u>
<u>Owners' Equity</u>			
Operating Equity			
3130 - Prior Year Fund Balance	791.35	791.35	0.00
Total Operating Equity	<u>791.35</u>	<u>791.35</u>	<u>0.00</u>
Total Owners' Equity	<u>791.35</u>	<u>791.35</u>	<u>0.00</u>
Operating Fund Income / (Loss)	<u>(11,224.58)</u>	<u>3,706.56</u>	<u>(14,931.14)</u>
Total Liabilities and Owner Equity	<u><u>65,372.56</u></u>	<u><u>92,199.59</u></u>	<u><u>(26,827.03)</u></u>

Balance Sheet Report
Cambridge Lakes HOA
Capital Reserve Fund
As of October 31, 2023

	<u>Balance Oct 31, 2023</u>	<u>Balance Sep 30, 2023</u>	<u>Change</u>
<u>Assets</u>			
Capital Reserve Assets			
1800-1 - Cash-First Citizens-Reserve	100,918.31	90,445.35	10,472.96
1803 - Cash-Alliance Bank-Reserves	173,344.18	173,292.67	51.51
1808 - Cash - Southern First	234,809.04	234,073.47	735.57
1820 - Capital Reserves Due from Operating Fund	60,225.19	73,121.12	(12,895.93)
Total Capital Reserve Assets	<u>569,296.72</u>	<u>570,932.61</u>	<u>(1,635.89)</u>
Total Assets	<u>569,296.72</u>	<u>570,932.61</u>	<u>(1,635.89)</u>
<u>Liabilities</u>			
Capital Reserve Liabilities			
2800 - Accrued Liabilities - Capital Reserves	0.00	3,150.00	(3,150.00)
Total Capital Reserve Liabilities	<u>0.00</u>	<u>3,150.00</u>	<u>(3,150.00)</u>
Total Liabilities	<u>0.00</u>	<u>3,150.00</u>	<u>(3,150.00)</u>
<u>Owners' Equity</u>			
Capital Reserve Equity			
3800 - Capital Reserves - Beg Year Balance	662,349.37	662,349.37	0.00
Total Capital Reserve Equity	<u>662,349.37</u>	<u>662,349.37</u>	<u>0.00</u>
Total Owners' Equity	<u>662,349.37</u>	<u>662,349.37</u>	<u>0.00</u>
Capital Reserve Fund Income / (Loss)	<u>(93,052.65)</u>	<u>(94,566.76)</u>	<u>1,514.11</u>
Total Liabilities and Owner Equity	<u>569,296.72</u>	<u>570,932.61</u>	<u>(1,635.89)</u>

Cambridge Lakes Homeowners Association
2022 Annual Meeting
Cambridge Lakes Clubhouse
December 1, 2022

The annual meeting of the Cambridge Lakes Homeowners Association was held inside the Cambridge Lakes Homeowners Association clubhouse on Thursday, December 1, 2022, at 6:00pm.

Call to Order:

The meeting was called to order at 6:08pm by President, Kim Magraw. Board members were introduced.

Board of Directors present included: President, Kim Magraw, Vice President, Angie Blain Treasurer, Director, Honora Pulley and Director, Phyllis Gildea.

Ravenel Associates was represented by Ravenel Associates Community Manager, Julie Maranville, and Sally Wackym, with Ravenel Associates.

Quorum:

At 6:22 pm Ms. Maranville announced a 56.96% quorum by proxy or in person, which allowed the conducting of business.

Meeting Minutes:

President Magraw invited owners to read the minutes from the 2021 Annual Meeting. A motion was made and seconded to approve the minutes. The motion passed unanimously. There was one abstention due to a typo in 2nd paragraph, page 2.

Report of the President:

President Magraw welcomed homeowners and thanked board members for the time and effort they have given this year. He gave the President's report, which becomes and part of these minutes, stating that great things had been accomplished in the Cambridge Lakes community. He reported that there had been good participation by the Board members and that the Board had sent out newsletter updates to the Cambridge community.

President Mcgraw stated that the anticipated door project would start next week with new doors planned for the front of all of the buildings. The doors are black, automatic and cost \$17,000.00 each.

He reported that the tree trimming had been performed in the community with good results.

Page Two – Cambridge Lakes HOA 2022 Annual Meeting Minutes

President McGraw asked Ms. Maranville to review the real estate sales price per unit from 2016 -2022:

2016 - \$195,000.00
2017 - \$205,500.00
2018 - \$232,800.00
2019 – \$233,320.00
2020 - \$250,437.00
2021 - \$274,042.00

Ms. Maranville reported that Working Capital received from sales equaled \$15,845.00 in 2022.

President McGraw stated that Cambridge Lakes was a great community with great real estate values.

President McGraw addressed the issue of community wells for irrigation water. The deep well has corroded pipes, caused by saltwater intrusion. It will need to be re-dug and will take some time. The Board will discuss the well issue at the next Board meeting.

President McGraw reported on the fence and stairwell projects as well, stating that the stairwell painting was still in the discussion progress.

President McGraw reported on building insurance, stating that The Steadman Agency is using Kronos as a carrier. The Board had considered contacting another carrier but had decided not to do so because of the broker of record letter requirement. Fewer companies in the South Carolina insurance pool offer communities insurance due to their location on the coast. There may be up to an increase of 30% in the insurance line item in addition to the 8.9% inflation affecting the 2023 budget as a whole.

The reserve fund schedule was reviewed by President McGraw as an end to his report.

Financial Report

Ms. Maranville reviewed the financial reports, stating that fund accounting was used which required specific funds to be used for specific purposes. She gave the following fund information to the ownership as of November 2022:

Operating fund - \$4,643.08
Reserve fund - \$618,594.00

Insurance - The Association self-funded the insurance costs this year, and as a result, there were no finance charges.

Page Three – Cambridge Lakes HOA 2022 Annual Meeting Minutes

New Business

President Magraw reviewed the approved 2023 operating budget and asked if there were any questions. There was a question concerning amending the working capital amount which was addressed.

Open Forum:

An owner asked when the building carpet would be replaced.

An owner asked if other contractors were being considered for landscaping and janitorial service.

There was discussion regarding the dog park and an owner suggested that new dog waste stations were needed.

Club house use was discussed among the owners and the board.

With no further questions, the meeting was adjourned at 7:23pm.

Respectfully Submitted,
Julie Maranville, Community Manger
Ravenel Associates Inc.