

# Sage Creek HOA

## Board Turnover Meeting — Meeting Summary

May 27, 2026 | 5:30 PM | Microsoft Teams

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### Key Participants

- **Nick Gonzalez** — Developer/Board Member, meeting facilitator
- **Stephen J. Phillips** — Developer / Declarant, HOA President
- **Adam Marshall** — Attorney, Carolinas Law Firm (Greensboro) — representing the Association
- Multiple Sage Creek and Crescent Hill homeowners

### Meeting Purpose

To facilitate the transition of the Sage Creek HOA board of directors from developer control to homeowner-elected control, including: reviewing outstanding developer responsibilities, explaining the election process, taking board nominations, and answering homeowner questions.

### Association Structure Clarified

- **Sage Creek Master Association (106 lots total):** Governs the full community. All homeowners are members and may vote or serve on this board.
- **Crescent Hill Sub-Association (50 lots):** A separate sub-association for Crescent Hill residents only. Crescent Hill homeowners are members of both associations; Sage Creek-only residents are not members of Crescent Hill and may not serve on its board.
- **CY 2026 Annual dues:** \$420/lot for all homeowners; Crescent Hill residents pay an additional \$60/lot/year primarily towards expenses of maintaining private roads. Additionally Crescent Hill has a separately held certificate of deposit for future private road maintenance and replacement (estimated in 20–25 years).
- **Separate bank accounts:** Both associations maintain separate accounts, held at Fidelity Bank of North Carolina.
- **Common areas / gazebo:** The gazebo and main common area are Sage Creek Master Association assets, maintained for the benefit of the full community. A full listing of common area tax parcel ID numbers will be provided to the new board.
- **Crescent Hill turnover:** A separate Crescent Hill board turnover meeting will be held at a later date.

### Board Election Process

- The Sage Creek board consists of **3 members** per the bylaws. There are 4 Officer Positions (President, Vice President, Secretary & Treasurer) which will be assigned by the elected board members among themselves after election.
- Voting will be conducted by **written ballot**, mailed to all homeowners. Ballots will also be emailed and posted on the HOA website for download.
- **Return Deadline:** June 19, 2026 by 6pm. Ballots must be **received** by the deadline — postmark date does not count.

- **Accepted submission formats:** Physical mail, photo of signed ballot, or scanned PDF. A typed/font signature is not acceptable — a handwritten (wet) signature is required.
- **Quorum:** 10% of homeowners under state statute.
- **Ballot counting:** To be conducted by the current management team. Homeowners who wish to observe the count should contact Nick Gonzalez by June 18th
- Write-in candidates will be accepted on the ballot.

## Board Nominees (Sage Creek)

The following five nominees were put forward during the meeting. The ballot will include all names plus space for write-ins.

Name	Community	Background
Barb Meyer	Crescent Hill (Skipper Ln)	HR & retail operations background; union board experience; moved to Winston-Salem 2024
Beth Kelly Arnold	Sage Creek (Caradco)	Prior HOA treasurer (647-home CA community); nonprofit organizer; 4 years in community
Neil Linnell	Sage Creek(Caradco)	Among earliest Sage Creek residents; church council experience; reviewed HOA bylaws & state law
Ryan Reichman	Sage Creek (Monarch Way)	5 years in community; prior HOA board experience; prefers VP role
Anne Brooks	Sage Creek (Monarch Way) Not present at meeting	Confirmed acceptance via contact; additional bio to follow from her wife Dawn

## Outstanding Developer Transition Items

- **Street trees:** Can be installed at any time. Developer plans to install remaining trees once the final 10–12 homes being built by Isenhour Homes are complete. Homeowners who want their tree sooner may email the developer.
- **Community lighting in Crescent Hill:** Developer has completed all required steps; project is awaiting Duke Energy to schedule and complete installation. Timeline from Duke Energy not yet available.
- **DOT road turnover:** Final inspections passed in March 2026. The community missed the March DOT meeting; we were slotted for the May meeting . Developer is awaiting formal written notice of acceptance and has followed up with DOT multiple times.
- **Skipper Lane & Monarch Way paving (top coat):** Will be completed once Isenhour construction is finished to avoid damage from ongoing construction traffic.
- **Cracked/broken street curbs:** Will be repaired before the final paving layer is applied.
- **Crescent Hill entrance sign:** Decision deferred to new board. Developer postponed installation due to differing community input on design and because the adjacent lot has not yet been developed.

- **Gazebo/common area:** Developer has paid for gazebo, benches, cement walkways, sodding, seeding, trees, and watering to establish the area. Upon transfer to the HOA, ongoing maintenance becomes a Sage Creek Master Association expense. No permanent irrigation system was planned or installed.
- **Mail kiosk & bench costs:** Reimbursed to the association per advice from legal counsel.
- **CCRs on Register of Deeds:** Pages are not missing from the public posting, rather the sections were mis-numbered when published.
- **Meeting minutes:** Minutes for the past three years will be uploaded to the document portal.

## Financial Questions Addressed

- **Legal & professional services (~\$27,000 over 4 years):** Includes HOA management, accounting, and legal counsel (Carolinas Law Firm and Kiger Law Firm). Developer's company provided management services at rates below competing third-party bids (developer: ~\$27K vs. lowest outside bid: ~\$66K over six years).
- **Whitney (biweekly expense):** Individual engaged to visit the community every two weeks and report on ARC issues, trash, flooding, and debris.
- **Common area grading/ditch work (\$2,700):** Characterized as appropriate HOA expenditures for community maintenance, not developer expenses.
- **Short-term developer loan:** Developer loaned funds to the HOA in early years (common practice) to keep assessments low and only gradually increasing while the community was growing.
- **Dues increases:** Dues were \$325 nine years ago and are now \$420 — an average increase of approximately \$10/year, below the rate of inflation. Some years saw no increase.
- **Access to financial records:** Homeowners are not entitled to every invoice and bank statement. All financial records will be turned over to the new board for full review. Specific questions about line items may be submitted in writing.
- **Fraud/embezzlement:** A third-party law firm reviewed the association's records and found no wrongdoing. The new board may commission any additional audit or investigation it deems appropriate.
- **75% Class A ownership threshold:** Developer acknowledged the turnover trigger was not called immediately when reached and characterized it as an inadvertent oversight. There was also an expressed preference by some members to keep the declarant in control until outstanding items (e.g., road turnover) were resolved.
- **Property management going forward:** Two third-party bids were received and were significantly higher than current management costs. The new board will decide whether to retain self-management or hire a third-party company. Developer recommends hiring third-party management.

## Action Items & Next Steps

### Developer / Attorney

- Attorney to prepare and HOA will distribute written ballots (mail + email + website posting) with June 19 deadline
- Upload meeting minutes (last 3 years) to document portal
- Provide full listing of common area parcel ID numbers to new board
- Continue following up with Duke Energy on community lighting schedule

- Continue following up with DOT for formal road acceptance notice

### **Homeowners**

- Submit signed ballots (mail, photo, or PDF) to the association by the deadline printed on the ballot
- Homeowners wishing to observe ballot counting may contact Nick Gonzalez to request to attend at scheduled time
- Anne Brooks to provide additional bio information through her contact Dawn
- New board to determine: officer assignments, third-party management decision, common area responsibility delineation, and Crescent Hill entrance sign

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*A recording of this meeting is available. This summary was prepared from the May 27, 2026 meeting transcript.*