

Bull Run Unit 1 Homeowners' Association, Inc.
Minutes of Annual Board Meeting
November 14, 2019; 7:00 PM

Annual Meeting

The annual meeting of the Bull Run Unit 1 Homeowners' Association, Inc. was held on Thursday, November 14, 2019 at the Northeast Branch Library, Tallahassee, Florida.

Board members present were Phillip Ross, Dave Ray, David Beverly, Bill Stimmel, Bruce Gillander and newly appointed board member, Leslie Fearington.

The Annual meeting was called to order at 7:00 PM. No nominations were received. Phil asked all current members if they will remain on the board for the next year. All members agreed and no one opposed.

Agenda:

- Reading of previous meeting minutes
- P&L to date
- Budget & assessment for 2020
- New Bylaws
- Election to BoDs
- House plans
- FYI & New Business
- Q&A

Board Meeting

Phil discussed the meeting agenda and stated that several house plans for Bull Run Unit 1 were available for the taking and any that are not picked up during the meeting by homeowners would be shredded by TPAM.

Phil read the July 9, 2019 and the September 5, 2019 Board meeting minutes. An amendment was made to the minutes to state a minimum of 75% of members was necessary to approve legal action. A motion was made to amend the minutes. The motion was seconded. There were in fact, 83% of members votes obtained. The ACC meeting minutes were read. Dave Ray made a motion to approve all minutes read. Bill Stimmel seconded and it was approved unanimously.

Phil Ross presented the financial status of BRU1 by reviewing the Profit and Loss statement as of 30 Sep 19, as well as, a 2020 budget. (Please note the Powerpoint slides attached for detail.)

Key aspects of the profit & loss statement were:

- As of 30 Sep 19 there was a bank balance = \$8,829.61
- Additional income from past due assessment by end of year = \$900.00
- Expected expenses for the rest of the year = \$5,535.00
- Expected balance at the end of the year = \$4,194.61

Using 2019 line item actual expenses as estimates for the 2020 budget required an annual assessment of \$250.00 per residence to meet Bylaws requirements of a minimum reserve of \$7,000.00 for the year end. The main reason that the assessment is slightly higher this year was the excessive legal expenses to pursue the unjust enrichment case against BRU 2, 3, & 4 with the assumption that BRU1 would not be reimbursed by the end of 2019.

Dave Ray made a motion to approve the budget as presented. Bruce Gillander seconded and it was approved unanimously by the Board.

Phil Ross then presented the main proposed Bylaws revisions:

- *Article 3, Section 7 under Meetings of Members states added "action by the Board must be at a member meeting"*
- *Article 8, Section 8 under Officers and their duties states "a President shall publish 'state of the unit' document after P&L for a year is received; present financial info in place of the Treasurer at the annual meeting"*
- *Under Assessments and Late Payments, Article 11 states added "payment and late payment schedule" to delineate penalties and actions.*
 - January 1- January 31 - assessment due with no penalty
 - February 1 - \$25 late fee plus 1.388% interest
 - March 1 - 1.388% interest until payment
 - July 1 - the Board will seek legal action

Bill Stimmel made a motion to approve the revised Bylaws. Dave Ray seconded the motion and it was approved unanimously by the Board. The new Bylaws are in effect as of this date, November 14, 2019.

New Business

A resident may request two trees to be planted by the city. This is on a first come-first served basis. The time frame for this request is January-February. Ten to twelve trees needed to plant on HOA area and we need residents along Chancellorsville to make this reservation and request.

Our residents have been informed via email of upcoming efforts to improve compliance to the CC&Rs. Tom Rowand, the new owner of TPAM, conducted an informal walk-through of our neighborhood on October 10th. Several non-compliant issues were identified at that time. We

will begin to work toward more complete compliance beginning this month. Any noncompliance will have ample opportunity to be rectified prior to any other action. Five violation letters were sent on November 11 and more violations were documented and will be addressed.

It has been observed that many homeowners have cleared part of the HOA common area to augment their backyards. One homeowner has placed a permanent structure and at least one homeowner has a temporary structure on the HOA common area. At least two homeowners have fenced in part of the HOA common area as their yard. Please know through legal opinion, **No** permanent or temporary structures are permitted on HOA common area due to the risk posed to BRU1. No resident is permitted to provide any fencing on HOA common area; as this doesn't meet the intent of "common area" as provided in covenants plus other legal issues and costs. Passive use of HOA common area is common and usually not restricted in HOAs. Do not remove any large trees or viburnum without HOA approval.

A resident made a formal thank you to the Board members for all of their hard work and dedicated efforts for serving on the Board for Bull Run Unit 1.

Dave Ray made a motion to adjourn the meeting at 7:50 PM. It was seconded by Bill Stimmel and approved unanimously.