

Bull Run 2022 Annual Member Meeting

November 15th, 2022

Minutes

Call to Order & Attendees

Phil Ross, Board President, called the meeting to order at 6:04 pm. In attendance were Phil Ross [Pres], Leslie Fearington [Sec], William (Bill) Stimmel, Jerry Sirgey, and Dennis Golabek [Tr]. Also in attendance are Tom Rowand Jr (owner, TPAM), and Zane Woods, CAM. Homeowners (other than Board Members already noted) in attendance are as follows: David Brannon, Bruce and Luisa Gillander, Frank and Patricia Lomagistro, Susan McAlister, Sharon (Shari) McLelland, Joseph McElrath, Kevin Robinson, Brett Schubert, William Whitfield, John Wilson.

Those who sent in proxies are as follows: Terry and Sylvia Barineau, and Scott Couch.

A total non-quorum attendance of 17 lots out of the 78 total lots.

Reading of Minutes

Previous Minutes from 11/29/2021 were read.

Motion to approve made by Leslie, seconded by Bill, and passed unanimously.

Financial Standing & Budget

2022 finance recap

The finances for 2022 were reviewed and based on the bank balance of \$13,615.48 on the 30th of September and the expected income and expenses for the remaining 3 months; there will be a projected reserve of \$12,012 at the end of the fiscal year. Per the Bylaws a rebate will be applied to the assessment to bring the reserve into the specified range.

2023 budget approval

The proposed budget for 2023 included a price increase for mowing (\$13,200 annually) which made the estimated total operating expenses equal to \$23,197. To cover the annual operating expenses, the assessment for future years was set at \$300 per lot with a \$50 rebate for 2023 making next year's assessment effectively \$250.

Motion to approve made by Leslie, seconded by Phil, and passed unanimously.

Managing Agent Discussion

Several issues concerning TPAM and the Account Managers assigned to BRU1 were mentioned and discussed. Also options for alternative managing agents were presented.

Motion to keep TPAM for 1 year made by Bill and failed due to lack of a second.

Motion to keep TPAM until April 1 with the commitment from TPAM to uphold a 0-day termination clause; made by Jerry, seconded by Dennis, third by Bill and approved 3-2

Board Members & Fines Committee

Dennis Golabek (Tr) resigned from the Board. Motion made to accept Brett Schubert as a Board member and new treasurer for the remainder of 2022 and 2023 made by Phil, seconded by Bill. Passed unanimously.

Phil volunteered to remain as president and Leslie as Secretary for another year.

A newly formed Fines Committee was established, until there are newly appointed people or their statutory limit runs out, and has members of Sharon McElrath, Frank Lomagistro, and Kishan Kundapur.

New Business

A discussion of the use of BRU1's website concerning the purpose, number of hits, and cost was had, but no motions were made at this meeting. The website will remain as is for the time being.

Closing/ Words from the homeowners

The homeowners wish for the website to be mentioned in letters to the community.

Sidewalks pose tripping hazard. City needs to come and spray to grind down and level.

Motion made by Phil and seconded by Leslie with unanimous support to "improve vegetation barriers aesthetically, on HOA property."

Meeting adjourned at 7:40pm.

Bull Run Unit 1 Annual HOA Meeting

15 November 22

Agenda: Annual Meeting

- Membership Portion
 - Reading of previous minutes
 - P&L: Jan 1 – Sep 30, 2022
 - Budget & assessment for 2023
- Board Portion
 - Managing Agent discussion
 - Acceptance to BoDs
 - New Business
- Q&A

Previous Minutes

- 29 Nov 21 was last Member/Board meeting



- Motion to approve minutes as read

2022 Finances

Jan 1- Sep 30

• Income:	\$18,262.60
• Expenses:	
– Bank fees	\$155.00
– Insurance	\$1869.85
– CPA	\$151.90
– Corp. annual fee	\$61.25
– Website	\$235.99
– TPAM Management	\$2925.00
– TOPS Software	\$75.00
– Office expenses	\$760.21
– Copies	\$0.30
– Mail	\$2.72
– Monument maintenance	\$30.20
– Grounds maintenance	\$6400.00
– Grounds beautification	\$770.00
– Irrigation/backflow	\$364.37
– Utilities	\$150.76
• Net Income	\$4,310.05
• Ending Bank Balance	\$13,615.48

2023 Budget Rationale

BRU1 HOA Year End Balance	
Assets	As of September 30
\$13,615.48	Bank Account Balance
-\$507.00	outstanding checks
\$200.00	outstanding income
\$1,378.40	outstanding assessment income
\$14,686.88	Total Assets
Debits	
-\$975.00	TPAM (3 months)
-\$1,280.00	Grass Monkeys (2 months)
-\$120.00	Utilities (3 months)
-\$255.00	Office Expenses (3 months)
-\$45.00	Bank Fees (3 months)
\$12,011.88	Projected balance at Year End

Maintenance Assessments 2023-2027

Bull Run Unit 1 HOA 5 Year Budget

Fiscal Year	2022	2023	2024	2025	2026	2027
Balance Brought Forward	-----	\$12,011.88	\$8,414.63	\$8,717.38	\$9,020.13	\$9,322.88
Income						
Assessments		\$19,500.00	\$23,400.00	\$23,400.00	\$23,400.00	\$23,400.00
Miscellaneous		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Total Income		\$19,600.00	\$23,500.00	\$23,500.00	\$23,500.00	\$23,500.00
Expenses						
Master Res. Assoc. Fee		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grounds Maintenance						
Mowing per contract		\$13,200.00	\$13,200.00	\$13,200.00	\$13,200.00	\$13,200.00
Monument landscaping		\$600.00	\$600.00	\$600.00	\$600.00	\$600.00
Chancellorsville cleanup						
Management Fees		\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00
Annual Corporate Fee		\$61.25	\$61.25	\$61.25	\$61.25	\$61.25
Repairs & Maintenance						
Irrigation systems						
Monuments						
Office Expenses		\$1,020.00	\$1,020.00	\$1,020.00	\$1,020.00	\$1,020.00
Utilities – water		\$480.00	\$480.00	\$480.00	\$480.00	\$480.00
Banking – checks & fees		\$180.00	\$180.00	\$180.00	\$180.00	\$180.00
Legal fees						
Insurance-BoD & Liability		\$1,870.00	\$1,870.00	\$1,870.00	\$1,870.00	\$1,870.00
Website		\$236.00	\$236.00	\$236.00	\$236.00	\$236.00
Newsletter						
Tree removal		\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Board or Member Meeting						
CPA (annual tax return)		\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Equipment						
Miscellaneous						
Total Expenses		\$23,197.25	\$23,197.25	\$23,197.25	\$23,197.25	\$23,197.25
Revenue (income-expenses)		-\$3,597.25	\$302.75	\$302.75	\$302.75	\$302.75
Estimated Reserve Dec 31		\$12,011.88	\$8,414.63	\$8,717.38	\$9,020.13	\$9,322.88
Assessment for Fiscal Year (potential value to meet bylaws)		\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
Rebate on Assessment		\$50.00				
Assessment for current year only		\$250.00				

Maintenance Assessments 2023-2027

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Miscellaneous		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Total Income		\$19,600.00	\$23,500.00	\$23,500.00	\$23,500.00	\$23,500.00

Maintenance Assessments 2023-2027

Biggest change:
Grass Monkeys
\$7,680/yr. to
\$13,200/yr.

Lawn Pros of
Tallahassee:
\$12,750/yr.

LPs Tally

Expenses						
Master Res. Assoc. Fee		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grounds Maintenance						
Mowing per contract		\$13,200.00	\$13,200.00	\$13,200.00	\$13,200.00	\$13,200.00
Monument landscaping		\$600.00	\$600.00	\$600.00	\$600.00	\$600.00
Chancellorsville cleanup						
Management Fees		\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00
Annual Corporate Fee		\$61.25	\$61.25	\$61.25	\$61.25	\$61.25
Repairs & Maintenance						
Irrigation systems						
Monuments						
Office Expenses		\$1,020.00	\$1,020.00	\$1,020.00	\$1,020.00	\$1,020.00
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Banking – checks & fees		\$180.00	\$180.00	\$180.00	\$180.00	\$180.00
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Revenue (income-expenses)		-\$3,597.25	\$302.75	\$302.75	\$302.75	\$302.75
Estimated Reserve Dec 31	\$12,011.88	\$8,414.63	\$8,717.38	\$9,020.13	\$9,322.88	\$9,625.63
Assessment for Fiscal Year (potential value to meet bylaws)		\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
Rebate on Assessment		\$50.00				
Assessment for current year only		\$250.00				

Budget & Assessment Approval

- Motion from the Board to accept budget & assessment with rebate:
 - \$300 per year assessment
 - \$50 rebate for 2023
 - \$250 due on 1 Jan 2023
- Assessments will be enforced per Bylaws this year

Board Meeting Portion

Management Agent Info

- Major issues experienced:
 - Many past due assessments not addressed this year as per Bylaws
 - Financial costs above and beyond monthly fee
 - Several account managers during TPAM tenure
 - Poor response to various requests
 - And more

List

Management Agent Info

- TPAM

- Cost = $325 + 75$ (software) + 83.33 (avg. office expense) = \$483.33/month
- TOPS software initiated this year
- Maintain website

- My HOA Services (Kathy Carlson)

- Cost = \$500/month
- Includes up to 4 meetings/year (more meetings @ \$50/hour)
- Record meeting minutes
- Board identifies noncompliance issues; MHS issues letters
- Quickbooks accounting with monthly reports
- Local experienced personnel
- Maintain website

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- Kirby Management Group (Danny Hayes)

- Cost = $350 + 40$ (avg. office expense) = \$390/month
- Monthly inspections for noncompliance
- Secretary records meeting minutes
- Quickbooks accounting with monthly reports
- Local experienced personnel
- Maintain website

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Managing Agent Decision

- Motion from Board concerning MA

Board of Directors - 2022

- Phil Ross: President
- Leslie Fearington: Secretary
- Dennis Golabek: Treasurer: resigning
- Jerry Sirgey
- William Stimmel

Board of Directors - 2023

- Phil Ross
 - Leslie Fearington
 - Jerry Sirgey
 - William Stimmel
 - Brett Shubert: volunteer
-
- Motion to approve Brett Shubert as Director
 - Officers: Pres., Sec. & Treas.

Closing Info

- New business
 - Fines committee established to address non-compliance issues
 - Sharon McElrath
 - Frank Lomagistro
 - Kishan Kundapur
 - Website: 408 hits YTD for 2022 (1.3 hits/day)
 - Any other
- Q&A
- Adjournment

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Hits