

Bull Run Unit 1 HOA Special Meeting Minutes – 4/25/2023

- **Called** to order at 6:30 pm. Quorum of Directors present:
 - Phil Ross – President
 - Brett Schubert – Treasurer
 - Bill Stimmel
- Homeowners present:
 - Bruce Gillander
 - Kathy Alexander
 - David & Karen Brannon
 - John Wilson
 - Rongqi Yan
 - Bill Guidice
 - Pam Jordan
 - Susan McAlister
- **Minutes** of the previous annual meeting on 11/5/2022 were read. A motion was made to approve the minutes as read made by Schubert and seconded by Ross. The minutes were unanimously approved.
 - Leslie Fearington, the current board Secretary has expressed a desire to resign from the board. Kathy Alexander has volunteered to serve as a director. She has previous experience serving as an HOA president for a different community. Ross asked if there were any other volunteers present at the meeting. A motion was made by Stimmel to approve her as a director and seconded by Schubert. The motion was unanimously approved by the Board.
- **Adjourn:** Ross made a motion to adjourn the current meeting at 6:40 pm and seconded by Stimmel. The motion was unanimously approved by the Board.
- **New meeting:** A new meeting was called to order at 6:41 pm. Quorum of Directors present:
 - Phil Ross – President
 - Brett Schubert – Treasurer
 - Bill Stimmel
 - Kathy Alexander
- Ross made a request for someone to be Secretary for the HOA and Alexander volunteered for that position. Ross made a motion to approve Alexander as Secretary and seconded by Stimmel. The motion was unanimously approved by the Board.
- **Guardrail Installation:** The meeting then turned to the main topic of placing a guardrail on HOA property to prevent further intrusion of vehicles failing to negotiate the curve on Millstone Plantation Roadway.
 - Relevant background:
 - On 1/1/2019 a vehicle failed to navigate the 90 degree turn on Millstone plantation road, with the vehicle passing into the property of 2704 Breton Ridge Drive. On November 12, 2022, another vehicle nearly failed to negotiate the same curve, but did not leave any evidence on the roadway.

- Millstone Plantation Roadway association was contacted and letter from an attorney requesting action delivered to the board. Millstone Plantation HOA declined to take any action.
 - Our City Councilman was contacted with no response.
 - Affected Homeowners have requested action be taken to erect a barrier along the strip of BRU1 land that separates Millstone Plantation from properties in Bull Run Unit 1. Ross stated that the community should consider some changes as an exercise in due care.
 - Mitigating options were discussed
 - Pay for erection of a barrier, splitting cost evenly among owners.
 - Pay for erection of barrier, with affected properties paying a greater share of the cost
 - Allow affected properties to purchase barrier and install on association land
 - Take no action
 - Costs of barrier erection:
 - Acme barriers has provided a quote of \$3500 to install a 50 ft section of rub rail, which they say would be able to stop a pick-up truck. Images of the area were reviewed and location of proposed barrier erection was discussed in detail. It was determined that the proposed 50ft section would satisfy the affected homeowner's safety concerns.
 - The area for the barrier needs to be cleared prior to installation, so a \$500 allowance was made for that cost (no quotes at this time)
 - The procedure for a special assessment discussed. Per the CC&Rs, approval of a special assessment requires 2/3 vote of association members in attendance or voting by proxy.
- At 6:58 pm Director Jerry Sirgey joined the meeting. All five Directors were now present.
- The discussion of proposed barrier resumed.
 - A motion was made by Bruce Gillander to approve installation of the barrier with cost shared equally among association properties which would necessitate a special assessment of \$51.28 per property to cover the \$4000 budget. The motion was seconded by Pam Jordan.
 - 18 homes were represented either in person or by proxy designation (13 present, 5 by proxy).
 - 14 voted for equally shared special assessment to erect the proposed barrier
 - 12 in favor in person
 - 2 in favor by proxy
 - 1 voted by proxy for a special assessment with a greater cost shared by the affected properties
 - 2 voted by proxy for no special assessment
 - 12 votes minimum were needed to carry the motion. The motion was approved by the residents.

- **Monument Refurbishment:** The discussion now turned to beautification of two monuments, at the NE corner of Chancellorsville Dr and Antietam trail, and the NE corner of Chancellorsville drive and Sumter Hill Lane
 - Ross proposed removing mulch and beleaguered plants, including boxwoods, juniper, and others, and adding sod. Cost of sod would be \$350 plus installation. This would allow the water meters to be turned off, which would save \$40/month, and save on the \$500/year cost for Grass Monkeys to maintain the plants.
 - There was discussion of various options to beautify the monument, with general agreement that placing sod around the smaller monument and removing juniper plants around the larger monument would improve the aesthetics. However there were many suggestions about specific plants that could be removed or added to hide electrical boxes and allow for easier maintenance.
 - Ross made a motion to consider the main monument beautification as a budgeted item for next year and seconded by Schubert. The Board unanimously approved the motion.
- **Trespassing Signs:** A plan to replace plastic no trespassing signs (provided by TPD) along the border of the CoT retention ponds with metal signs when they become worn/destroyed and in need of replacement was discussed. The cost of three signs is approximately \$135.
- **Adjourn:** Ross made a motion to adjourn meeting and was seconded by Stimmell. The Board unanimously approved the motion at 7:41 pm.

GR 27 Apr 23

Name	Address
PHIL ROSS	2724 BRETON RIDGE DR
BILL STIMMEL	2660 " "
BRUCE GILLMAN	2715 BRETON RIDGE DR.
Kathy Alexander	2685 Breton Ridge
Keith Humphreys	5712 Sumner Hill Lane
Dave Bannon	2704 Breton Ridge Drive
JOHN WILSON	2700 BRETON RIDGE DR.
Roggi Yan	2632 Antietam trail
Bill Giudice	5713 Gravetown Ct
Tam Jordan	2700 Breton Ridge Dr
Susan McAllister	2692 Breton Ridge Dr.
Jerry Sipey	2469 ANTIETAM TRAIL
Brett Schubert	Dead Antietam Trail

14 in favor of
 equal

12 in favor in person
 2 in favor by proxy
 14

18 votes
 12 or more to pass

Bull Run Unit 1 Homeowners Association

Proxy Form For Board & Member Meeting

For the meeting scheduled on the date of: April 25th, 2023

A quorum of homeowners is required to conduct official business. If you plan to attend the meeting, you may vote in person. If you do not plan to attend, you may designate a proxy to vote for you by completing this form.

One homeowner per lot may vote on BRU1 HOA business. Any homeowner wishing to vote by proxy must complete this form.

This form may be given either to anyone who will attend or to any current Board Member any time prior to a regular or special meeting of the BRU1 HOA. Proxy forms received after the meeting are not valid.

Homeowner Name (printed):

Joseph R. McElrath, Jr.

Homeowner Address:

2696 Breton Ridge Drive 32312

Check only ONE of the following (another person or the Board of Directors):

I assign Phil Ross the authority to vote on my behalf regarding BRU1 HOA matters.

I assign the BRU1 HOA Board of Directors the authority to vote on my behalf regarding BRU1 HOA matters.

Signed by Homeowner:

Joseph R. McElrath Jr.

Date: April 9, 2023

Bull Run Unit 1 Homeowners Association

Proxy Form For Special Board & Member Meeting on 25 April 23

A 2/3 approval vote of homeowners present at the meeting is required to pass a special assessment. If you plan to attend the meeting, you may vote in person. If you do not plan to attend, you may designate a proxy to vote for you by completing this form.

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Homeowner Name (printed):

DAVID RAY

Homeowner Address:

2605 ANTI-FARM TRAIL

Check only item 1 and 3 or 2 and 3 and which guardrail option of the following:

- 1. I assign _____ the authority to vote on my behalf regarding BRU1 HOA matters other than the guardrail.
- 2. I assign the BRU1 HOA Board of Directors the authority to vote on my behalf regarding BRU1 HOA matters other than the guardrail.
- 3. I vote for one of the following options concerning the proposed guardrail:
 - No assessment for the guardrail; 3 concerned residents have permission to pay for installation on HOA common area
 - Equal assessment for all residents to install the guardrail (approx. \$50 per lot)
 - Equal assessment (approx. \$40 per lot) for all but the 3 residents needing the guardrail who pay a greater amount (\$250/\$500/\$250)

Signed by Homeowner:

David A. Ray

Date: 4/25/2023

Bull Run Unit 1 Homeowners Association

Proxy Form

For

Special Board & Member Meeting on 25 April 23

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Homeowner Name (printed):

Samir Patel

Homeowner Address:

2656 Antietam Trl, Tallahassee, FL 32312

Check only item 1 and 3 or 2 and 3 and which guardrail option of the following:

- 1. I assign _____ the authority to vote on my behalf regarding BRU1 HOA matters other than the guardrail.
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Signed by Homeowner:



Date: 04/23/2023

Bull Run Unit 1 Homeowners Association

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For

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Homeowner Name (printed):

FRANK and Patricia Lomagistro

Homeowner Address:

5707 Sumner Hill Lane Tallahassee
FL 32321

Check only item 1 and 3 or 2 and 3 and which guardrail option of the following:

- 1. I assign PATIL ROSS the authority to vote on my behalf regarding BRU1 HOA matters other than the guardrail.
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Signed by Homeowner:

Frank Lomagistro

Date: 4/25/23

Bull Run Unit 1 Homeowners Association

Proxy Form
For

Special Board & Member Meeting on 25 April 23

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Homeowner Name (printed):

Craig and Rachel Bultmann

Homeowner Address:

5730 Roanoke Trl

Check only item 1 and 3 or 2 and 3 and which guardrail option of the following:

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 - Equal assessment (approx. \$40 per lot) for all but the 3 residents needing the guardrail who pay a greater amount (\$250/\$500/\$250)

Signed by Homeowner:

Rachel Bultmann

Date:

4/24/23

Bull Run Unit 1 Special HOA Meeting

25 April 2023

Agenda: Annual Meeting

- Reading of previous minutes
- New Board member
- Guardrail Installation near Millstone Roadway
- Monument reconstruction
- Q&A

Previous Minutes

- 15 Nov 22 was last Member/Board meeting held at the NE Library



- Motion to approve minutes as read

Board of Directors - 2023

- Phil Ross: President
- Leslie Fearington: Secretary
- Jerry Sirgey
- William Stimmel
- Brett Shubert: Treasurer

- Fearington needs to resign from Board

Board of Directors - 2023

- Phil Ross: President
- Jerry Sirgey
- William Stimmel
- Brett Shubert: Treasurer
- Kathy Alexander: volunteer

- Any other volunteers from residents in attendance

- Motion to approve Alexander as Director

Meeting Adjournment

Meeting Reopened

- Motion to adjourn with outgoing BoDs
- Meeting reopened with new BoDs
- Officers for new BoDs: need a Secretary

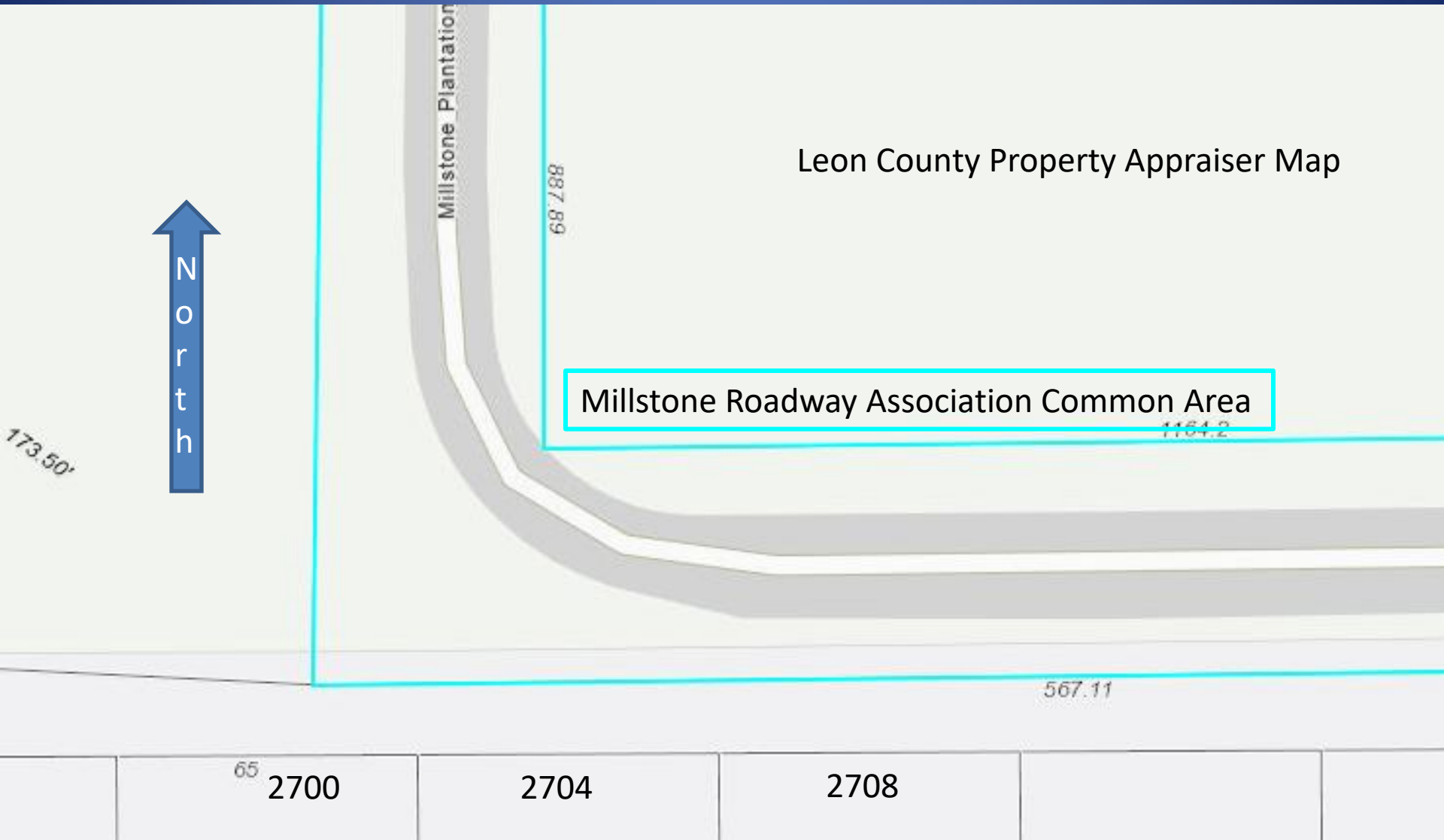
Guardrail Portion of the Meeting

- History
- Map of Millstone Plantation Road & Bull Run
- Pictures of the site
- Costs
- Special Assessment

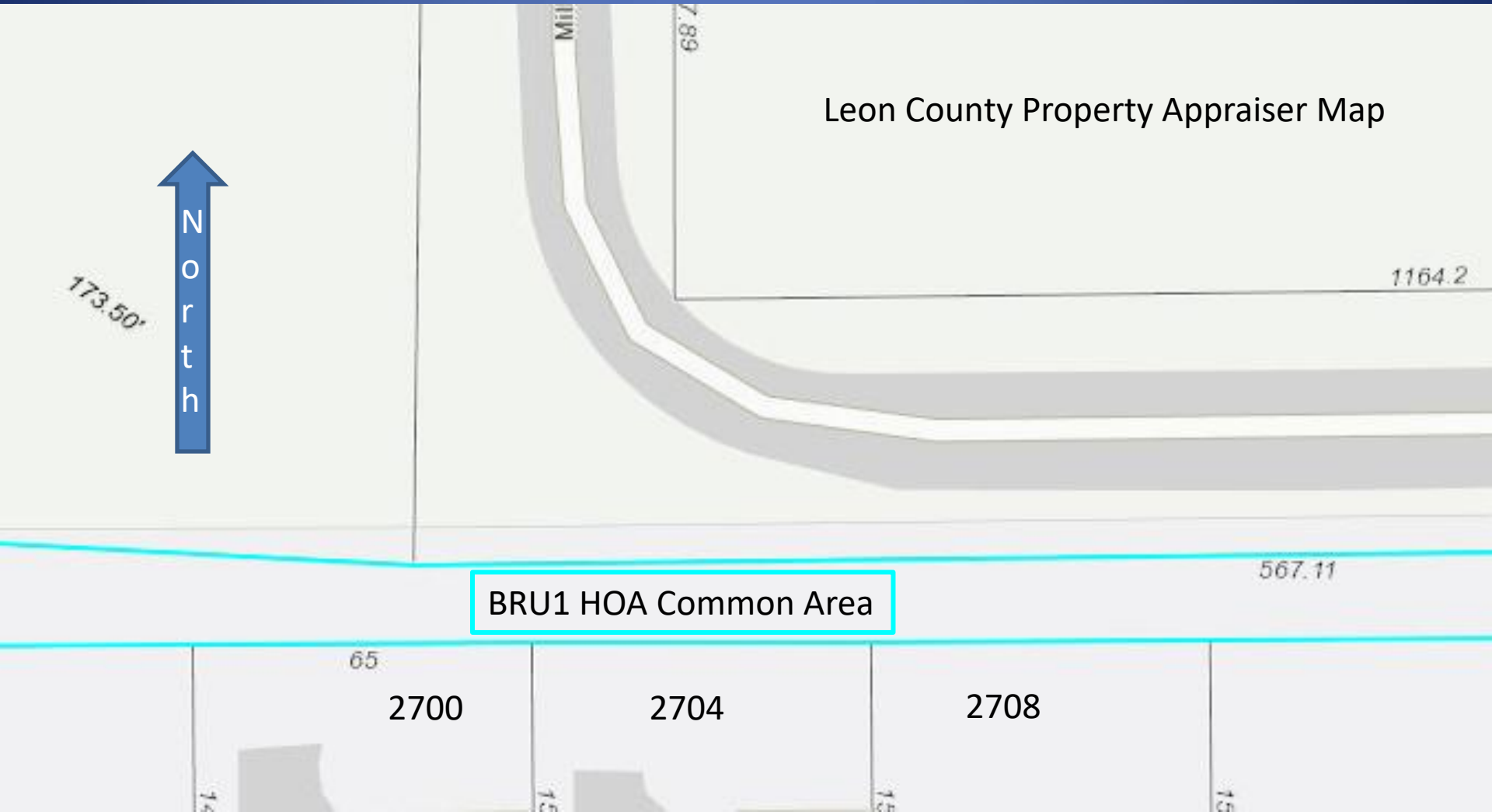
Vehicle Intrusion From Millstone Plantation Road into BRU1

- January 1, 2019: a southbound pickup truck failed to negotiate the curve on MPR, went through BRU1 common area, and came to rest on the driveway of 2704 Breton Ridge Drive; LCSO investigated the incidence
- November 12, 2022: a southbound car nearly failed to negotiate the curve on MPR, but left with no damage to the vehicle and no evidence along the roadway; witnessed by resident at 2708 Breton Ridge Drive; no report by LCSO

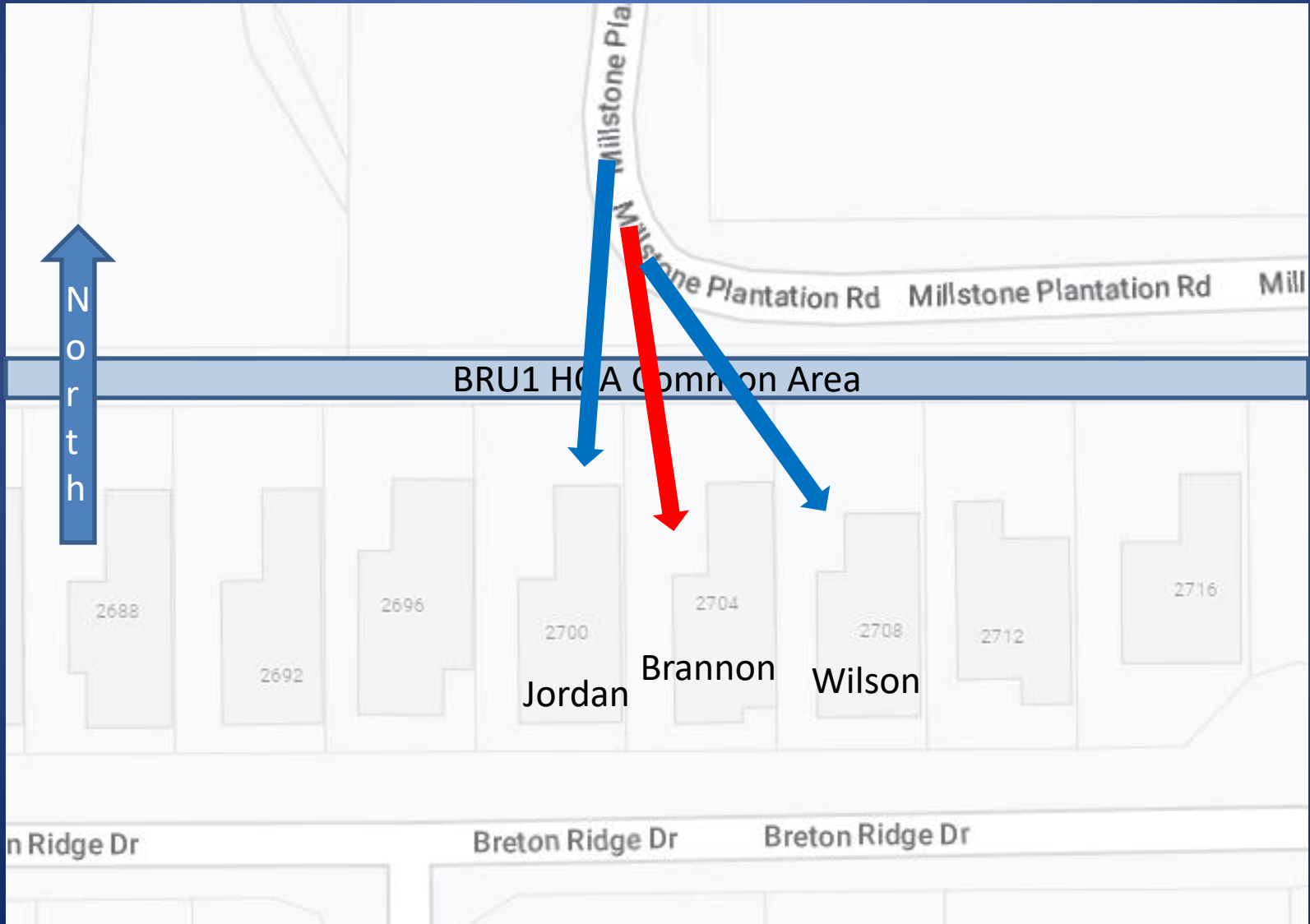
Millstone Roadway Association Common Area



BRU 1 HOA Common Area



Millstone Plantation Road & Breton Ridge Drive Residences



Vehicle Intrusion Position

- Given:
 - MRA has been contacted multiple times but expressed no need for them to install a guardrail and won't allow one on their property
 - MRA is a private roadway; not county or city controlled
 - City Councilman was contacted concerning the need for a guardrail, but no response
 - BRU1 owns a strip of common area between MRA and homeowner lots
 - Vehicle has already intruded upon a residence
- BRU1, in an exercise of Due Care, needs to do something to prevent another intrusion

Vehicle Intrusion Position

- Viable options for guardrail installation:
 1. Defray the cost equally among all lot owners
 2. Defray the cost with a greater share to protected lot owners and an equal share among the remaining lot owners
 3. Protected lot owners pay the total cost with BRU1 giving permission to construct on HOA common area

MRA Pictures



Westbound



Southbound:
after incident

MRA Pictures Southbound

One red diamond
was knocked down
during incident and
not replaced

Wilson

Brannon

Jordan







Brannon's Driveway



Brannon's
Driveway



Brannon's Driveway



Brannon's Driveway

Acme Barricade

- Acme quoted \$3500 to install 50 foot of straight “rub rail”
- Would have to be installed just inside the boundary of the HOA common area adjacent to MRA common area
- Area would need to be cleared for ease of installation

Special Assessment Requirements

- Per the CC&Rs for BRU1:
 - Article VIII: Covenant for Maintenance Assessments
 - Section 4: Special Assessments
 - 2/3 of voting members to approve
 - No quorum requirement

Section 4. Special Assessments for Capital Improvements. In addition to the annual assessments authorized above, the Association may levy, in any assessment year, a Special Assessment applicable to that year only for the purpose of defraying, in whole or in part, the cost of any construction, reconstruction, repair or replacement of a capital improvement upon the Common Area, including fixtures and personal property related thereto, provided that any such assessment shall have the assent of two-thirds (2/3) of each class of members who are voting in person or by proxy at a meeting duly called for this purpose.

Special Assessment

- Apply \$4000 total expense with clearing
- Options:
 - $\$4000 / 78 \text{ lots} = \51.28 per lot
 - $\$500 \text{ (Brannon)} + \$250 \text{ (Jordan)} + \$250 \text{ (Wilson)} + \$3000 / 75 \text{ lots} = \40 per lot
 - Total \$4000 paid by Brannon, Jordan, & Wilson = \$0 per lot
- Motion on an option to install the guardrail

Monument Portion of Meeting

- Pictures
- Issues
- Proposal to refurbish
- Discussion



Monument Pictures

Monument Refurbishment

- Juniper on main monument is dying out
- Flowers on both monuments have died out
- Irrigation systems on both monuments are functional
- Both monuments have unsightly infrastructure in place (electrical box, backflow preventer, fire plug, fiber optics cable box)

Monument Refurbishment

- Remove all dying vegetation, mulch, & weed barrier
- Sod entire area of both monuments
- Both monuments themselves to remain unchanged
- Add annuals to “box” on main monument
- Eliminates year cost to mulch the area and makes it much simpler for grounds maintenance

Closing Info

- Any new business
 - 3 Metal “No Trespassing” signs to replace plastic ones; \$35 + tax each from Signarama; \$112.88 total
- Q&A
- Adjournment