Bull Run Unit 1 HOA

Annual Meeting Minutes

Date: November 6, 2025

Location: Northeast Branch Library

Call to order: Phil Ross called the meeting to order at 6:32 PM.

Attendees:

Kathy Alexander, 2685 Breton Ridge Drive

Shari McClelland, 2629 Antietam Trail

Jerry Sirgey, 2649 Antietam Trail

Bill Stimmel, 2660 Breton Ridge Drive

Dennis and Fran Golabek, 2656 Breton Ridge Drive

Mary Elizabeth Jackson, TPAM representative

2024 Annual Meeting Minutes were read: (Full copy available at bullrunonehoa.com.)

Motion by Phil Ross to approve the minutes from November November 19, 2024.

Seconded by Bill Stimmel. Passed unanimously.

ACC: No ACC meetings were held in 2025.

Old business:

Monument improvements: Pergolas were refurbished early 2025. Signs were repainted, and pergolas were stained to match. The cost for BRU1 was $661.24. No other monument expenses are expected for 8-10 years.

BRMRA status: The BRMRA was dissolved September 26,2025. Maintenance for all units is now covered under a six-unit contract, signed, filed, and posted on the website.

2025 finances: (Budget documents can be found on bullrunonehoa.com.)

January 1 to September 30

Income $24,380.

Key expenses:

Common area maintenance costs $8800.

Tree removal $3000 was an unplanned expense and made it necessary to increase the assessment for 2026.

Association management company (TPAM) fee $2925

Net income: $7379.22

Ending bank balance $12,316.28

2026 Budget:

The projected 2025 end balance leaves $5085.68 in the reserve account. The minimum reserve required in the bylaws is $7000. We need to increase assessments to $330 for 2026 to satisfy the minimum reserve requirement.

Phil expects assessments to go back to $310 for years 2027-2029 unless Grass Monkeys wants to renegotiate the HOA's grounds maintenance contract. Projected reserve after collection of 2026 dues is $7404.68.

Assessments are due on January 1, 2026, and if not paid by February 1, 2026, late fees will be charged to the account. If they are not paid by July 1, TPAM will send the account to an attorney to begin the process of recording a lien on the property.

Motion to accept the 2026 Budget was made by Phil and seconded by Jerry Sirgey. It passed unanimously. Refer to the full 5-year budget on bullrunonehoa.com if you would like more information.

Board election:

As of the close of this meeting, Phil Ross, President, and Brett Schubert, Treasurer, are resigning from the Board of Directors. The other Directors agreed to remain on the Board if elected.

Other nominations were urged, but no one volunteered.

Following the discussion, a slate of officers for 2026 was selected:

Kathy Alexander, President
Bill Stimmel, Secretary
The position of Treasurer will remain unfilled (TPAM will assist with finances)
Jerry Sirgey, Director at Large
Bill Guidice, Director at Large

A motion to accept the above slate of officers was made by Phil and seconded by Bill. It passed unanimously.

New business:

Dead trees on HOA property or not: An officer from Kingsmill HOA reached out to Phil regarding two dead trees located along Thomasville Road near Chili's. Phil believes the trees are in the city right-of-way, and a request is underway for the city to remove them.

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HOA lawn equipment: Since Phil is resigning, he can no longer store some HOA lawn care equipment that has been in his garage for years. He estimates the value of the equipment to be over $300.

A motion was made to sell the equipment and return the proceeds to the HOA by Phil and seconded by Bill. It was unanimously approved.

Irrigation leak: There has been an undetected irrigation leak at the main monument since Metronet buried their fiber. They will pay for repairs.

TPAM representative, Mary Elizabeth Jackson, gave comments about helping next year with multiple HOA functions such as finances, collections, and communications. A Q&A followed.

Adjournment: The meeting adjourned at 7:32 PM.

Submitted by Kathy Alexander, Secretary