

Bull Run Unit 1 HOA Board & Member Meeting Minutes

8 Feb 18

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The meeting was held at the Northeast Library Branch at 5513 Thomasville Road. Phillip Ross called the meeting to order at 6:31 pm. Board members present were:

- Phil Ross, Director President
- David Beverly, Director
- Bruce Gillander, Director
- Dave Ray, Director
- Bill Stimmel, Director

Board Meeting

Minutes of the 14 Dec 17 Special Board Meeting were read.

Motion to approve minutes: David Beverly

Second: Dave Ray

Vote: All in favor

Andrew Elekes of Total Professional Association Management (TPAM) was scheduled to attend the meeting but could not make an appearance due to illness. The selection of TPAM and qualifications of Mr. Elekes were presented. Anticipated transition is scheduled for 1 April 18.

The HOA budget for 2018 was presented and discussed. The balance brought forward from 2017 was \$620.63. Anticipated income from assessments is \$27,600; anticipated expenses are a total of \$20,452; anticipated net revenue is a total of \$7,148; anticipated balance in BRU1's account at the end of 2018 is a total of \$7,769. The HOA is currently up to date with payment of services.

The complete budget for 2018 is:

Balance Brought Forward - 2017	\$620.63
Income (assessments: max. amount \$29,250)	\$27,600
Expenses (averages of recent years)	-----
Banking fees – Checks	\$200
CPA: IRS Filing (paid)	\$375
Maintenance: Trees, Repairs, FL Plants	\$2,300
Utilities: Water	\$2,000
Insurance: BoD & Liability	\$1,600
Annual Corporate Fee (paid)	\$61
Landscaping (new service provider)	\$6,700
Legal Fees	\$500
Managing Agent Fees	\$4,200
Past Due Invoices: 2017 Persica (paid)	\$1,516
Miscellaneous & Small Claims Fees	\$1,000
Total Expenses	<u>\$20,452</u>
Net Revenue (Income –Expenses)	\$7,148
Balance at close of 2018 (reserve fund)	\$7,769

Motion to approve budget for 2018: Phil Ross

Second: Bill Stimmel

Vote: All in favor

Approved at 5 Sep 18 BoD Meeting

Two proposals for HOA Bylaws amendment were discussed. The first was to add Article XV – Reserve Funds to provide limits for the amount of monies in reserve. The article should provide an upper limit of \$10,000 or 50% of the budgeted operating expenses whichever is larger. The lower limit should be \$7,000. Assessments are to be adjusted annually to maintain the reserve funds within those limits.

Motion to approve amendment to Bylaws: Bill Stimmel

Second: Dave Ray

Vote: All in favor

The second amendment was to add Article XV1 – ACC Approval/Disapproval Process to accommodate the small number of homes in the HOA (78). The proposed process was to have a regularly scheduled meeting at the HOA President's residence on the 1st Monday evening of each month (if a holiday, then the 1st Tuesday evening) at 7:00 pm. The HOA Board will handle ACC decisions in lieu of an additional committee. If no ACC requests are received in a given month, the meeting will be cancelled via email notice.

Motion to approve amendment to Bylaws: David Beverly

Second: Dave Ray

Vote: All in favor

Member Meeting

A quorum was established with 10 residents present plus 22 proxies that were submitted prior to the meeting for a total of 32 residents represented (24 required to achieve a quorum)

A review of activities that have been completed since the 28 Nov 17 HOA meeting were presented and discussed. The two most important issues were issuance of RFPs for grounds maintenance providers and managing agent services for the HOA. Grass Monkeys was selected as the grounds maintenance provider based on the lowest bid and performance of services among the HOA residents. TPAM was selected for the managing agent services based on the lowest bid, qualifications as a CPA, and previous experience with one of the board members.

Reimbursements are being sought from BRU 2, 3, and 4 for services that BRU1 paid for during the last eleven years. No funds have been refunded at this time. BRU3 and BRU4 have declined to provide restitution, but BRU2 has not responded at this time. Other reimbursements are being considered for the grounds maintenance at the holding pond between Chili's and the current SFI building.

Two proposals were discussed that affects members: Redo the monuments with FL friendly plants and to have a community clean-up day. The monuments would be easier to maintain if FL friendly plants (also deer resistant and winter hardy) and would look nicer year round.

Motion to convert monuments to a FL friendly design made and seconded.

Vote: All in favor

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A clean-up day of Saturday, 24 Feb 18 was proposed to remove dead and “scrubby” growth along Chancellorsville Drive on the north side. Two weeks later would be the back-up day. Motion to have a clean-up day was made and seconded.

Vote: All in favor

A short discussion of recent Master Residential Association activities was discussed. The possibility of have a HOA street party was presented and greeted with enthusiasm.

The meeting was adjourned at 7:32pm