Bull Run Unit 1 HOA Annual Meeting

Date: 11/19/2024

Location: Northeast Branch of the Leon County Library

Attendees-Directors: Phil Ross, Kathy Alexander, Bill Stimmel, Jerry Sirgey

Attendees-Homeowners:

Name	**Address**
Phil Ross	2724 Breton Ridge
Bill Stimmel	2668 Breton Ridge
Kathy Alexander	2685 Breton Ridge
Henry and Cheryl Rade	2612 Antietam
Jerry Sirgey	2649 Antietam
Yogi Pandya	5100 Sumpter Hill
Shari McClelland	2629 Antietam
Nan and Bill Whitfield	5709 Groveton Ct.
Mary Jackson from TPAM	

Call to order: The meeting was called to order by President Phil Ross at 6:30 pm.

Phil gave a recap of the 2023 annual meeting minutes as well as the minutes of the Architectural Control Committee meetings.

Motion and second: A motion to approve the minutes was made by Kathy and seconded by Bill.

Vote: The Directors present gave unanimous approval.

Election of Directors: Phil introduced the current slate of Directors. They are Phil Ross, President, Brett Schubert, Treasurer, Kathy Alexander, Secretary, Bill Stimmel, Director-at-Large, and Jerry Sirgey, Director-at-Large.

He told us that no other homeowners had expressed any interest in becoming a Board member before the meeting and asked for any nominations from the attendees. He said the current Directors had each agreed to continue in their positions.

Motion and second: A motion to accept the current Directors for 2025 was made by Jerry, and seconded by Kathy.

Vote: The members present voted unanimously in favor of the motion.

Phil briefly discussed the requirements for HOA's according to the new statute. The directors must have 4 hours of continuing education in 2025. The statute also requires that the HOA make documents and information available online to the homeowners they represent. He referred everyone to the HOA website to view information such as governing documents, financials and minutes at bullrunonehoa.com.

Phil discussed the outcome of the monument project that was approved last year for the monuments that Unit 1 is responsible for. The project called for the removal of old plants, cleaning up the area, and planting new sod by Grass Monkeys. It has been successfully completed.

There will also be an increased budget for the Bull Run Master Residents Association (BRMRA), of which we are a member, because of their project to refurbish 3 monument areas. BRU1 will have a charge of $670.11 added to our expenses for 2025 for our share of the BRMRA expense. Phil also brought up that, looking forward, because of restructuring of the BRMRA which was done this year, we can hope to have lower future assessments.

Assessments: The assessment for 2025 is $310 per year for BRU1 homeowners, due on January 1, 2025. Assessments will be collected according to the Bylaws of the Association. It is expected that it will be reduced to $300 in 2026.

Financial Report: Phil gave a summary of the 2024 finances showing net income of $4512.24 and an ending bank balance of $11394.79.

He presented a 2025 Budget:

Assets	**As of September 30**
$11,394.79	**Bank account balance**
$0.00	**Outstanding miscellaneous income**
$1,598.56	**Outstanding assessments, penalties, & interest**
$12,993.35	**Total Assets**
Debits	
-$1,020.00	**Tree removal-Chickamauga Trail**
-$535.60	**Outstanding checks**
-$975.00	**TPAM (3 months)**
-$3,300.00	**Grass Monkeys (3 months)**
-$120.00	**Utilities (3 months)**
-$400.00	**Office Expenses (3 months)**
-$6,350.60	**Total Debits**
$6,642.75	**Projected balance at Year End**

This budget projects a balance of $6642.75 at the end of the year which is below the threshold of $7000 required in the Bylaws, however Phil expects the shortfall to be corrected in the following year. There was a brief discussion about homeowners who are delinquent in paying their assessments. There are 3 delinquent accounts, and Mary Jackson, representing the management company, said one of them is a misunderstanding. The Directors voted on the acceptance of the Budget.

Motion and second: A motion to accept the proposed 2025 Budget was made by Jerry and seconded by Phil.

Vote: It was approved unanimously by the Directors.

New business:

There were three changes suggested to be considered for the CC&R's, or the governing documents of the association.

> Basketball goals: Currently basketball goals are only allowed on driveways in front of houses while they are in use. When not in use they are required to be moved to a location out of sight from the street. There was discussion about changing the Bylaws to permit people to have portable basketball goals without having to move them. There was no objection to this change, although one person suggested they should not be permitted to put them at the end of the driveway near the street.
>
> Parking on the streets: There is currently no rule against parking on the street, but there have been some problems caused in one location. The residents have created a bottleneck occasionally by parking on both sides of the street in such a way that vehicles had difficulty getting through to homes farther down in the cul-de-sac. There was a discussion about whether we should add a rule to prohibit street parking entirely. There was concern by one homeowner present about whether that would include guests visiting or a family member spending the night. Overall, the sentiment expressed was that the problem just occurs at one house, and a change to the governing documents is not necessary at this time.
>
> Short term rentals: Phil told us that there is one Airbnb, and one house that has been leased. Both owners live out of the area. There was discussion of whether a rule should be adopted that prohibits short term rentals such as Airbnb. Most people thought that with just the one property being used for that type of rental, there was not enough reason to change the governing rules to prohibit them.

A member brought up the need for a traffic survey for a stop light at Chancellorsville and Thomasville because of the hazards pulling out onto Thomasville Rd. at that location. Phil said Thomasville is a state highway, and it was not likely that they would agree to that. He pointed out that there are many wrecks at the Kerry Forest intersection which has a light. He encouraged the member to pursue it on her own if she chose to.

Adjournment

Motion and second: A motion to adjourn was made by Phil and seconded by Kathy.

Vote: The motion passed unanimously by the Directors.

The meeting was adjourned at 7:21 pm.

BRU1 HOA Annual Board/Member Meeting,
19 Nov 24 at NE Library Branch Program Room at 6:30 pm

Name	Address
Phil Ross	2724 Breton Ridge Dr.
BILL STIMMEL	2660 " " "
Kathy Alexander	2685 " " "
ANDREW & CHERYL RHOE	2612 ANTIETAM TRL
Jerry Sivoy	2649 ANTIETAM TRAIL
NANCY BAIL WHITFIELD	5709 GETTYSBURG CT
Shari McClelland	2629 Antietam Trl
YOGI PANDYA	5700 SUMTER HILL

Bull Run Unit 1 HOA Annual Meeting

19 November 24

Agenda:
Annual Meeting

- Reading of previous minutes
- Board of directors
- BRU1 monument modification status
- 2024-25 Financial impacts for BRU1
- Profit & Loss: Jan 1 – Sep 30, 2024
- Budget & assessment for 2025
- CC&R amendments
- New business
- Q&A

Previous Minutes

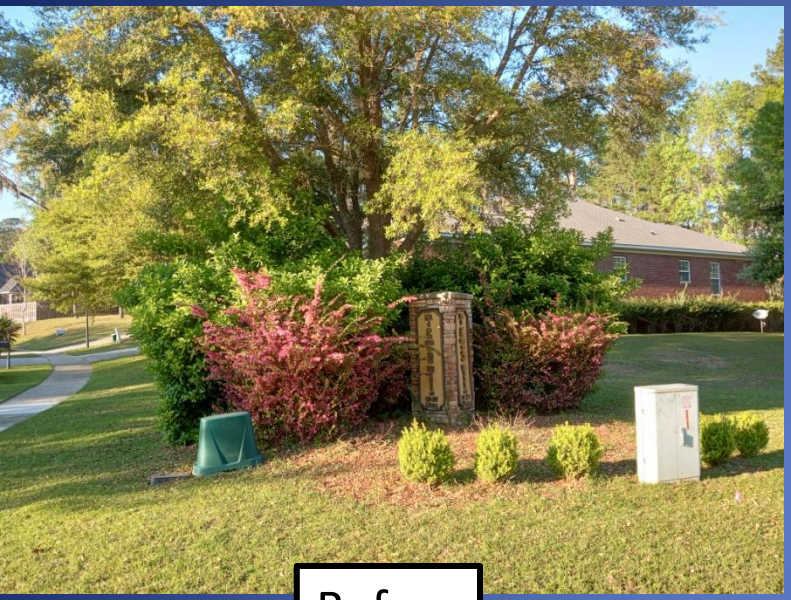
- Annual Meeting: 14 Nov 23
- ACC Meetings (all approved by Board after discussion):
  - February: 2708 Breton Ridge; add tin roof over grilling area behind house
  - April: 2636 Antietam; add shadowbox fence on two sides of back portion of lot to tie into neighboring fences
  - May: 5711 Sumpter Hill; add sunroom onto back porch
  - July: 2724 Breton Ridge; repaint house with different color scheme (Ross abstained from voting)
  - October: 5718 Roanoke Trail; repaint house with different color scheme

- Motion to approve minutes as read
- Go to bullrunonehoa.com to see entire ACC packages and other minutes

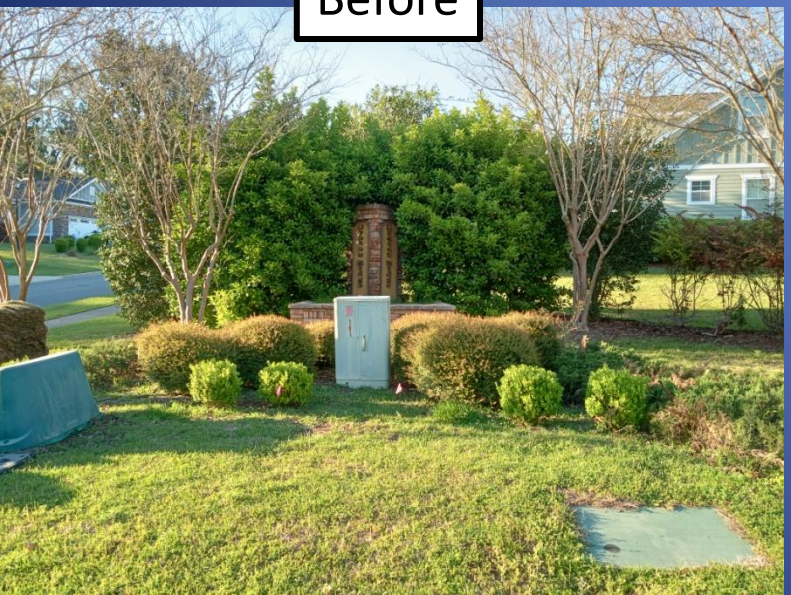
Board of Directors

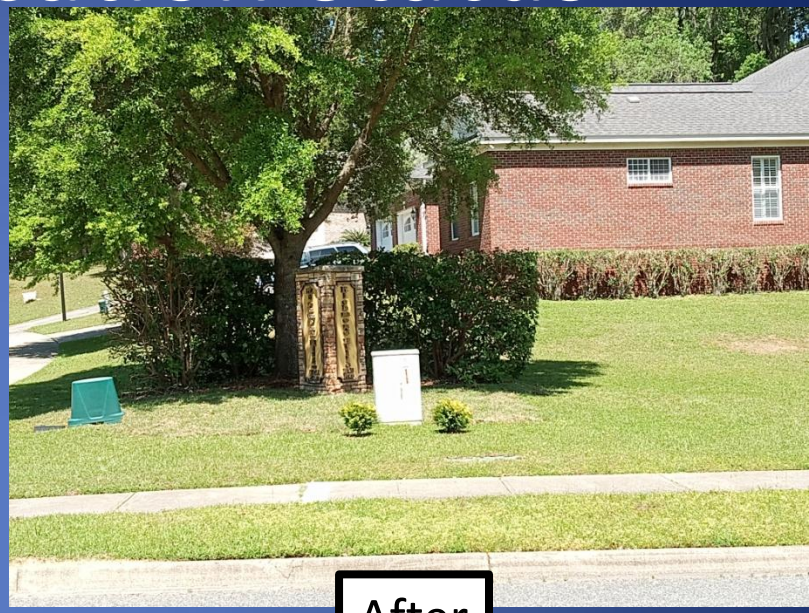
- Current members:
  - Phil Ross: President
  - Kathy Alexander: Secretary
  - Brett Schubert: Treasurer
  - Jerry Sirgey: Director
  - William Stimmel: Director
- Any candidates for BoDs?
- Motion to accept the same Board for 2025 by acclamation of those present

Monument Modification Status



Before





After

2024-25 Financial Impacts

- Two things occurred this year which will have an effect on 2025 financial planning:
  - Tree maintenance was exceptionally high this year
  - BRMRA will be performing some work on the 3 monuments associated with Bull Run with a subsequent assessment for each Bull Run Unit
- This will have an impact on our 2025 assessment for lot owners

3 Tree Maintenance Projects

1. Six small stumps ground - $700
2. Spring storm damaged limb removed from large pine adjacent to main monument cost - $800
3. Dead tree behind 2645 Antietam Trail removal cost - $1020

3 Tree Maintenance Projects

3. Downed tree behind 2609 Antietam Trail

Bull Run Master Residence Association

- Approved new:
  - Articles of Incorporation: new purpose, new directors/titles
  - Bylaws: least cost operation approach
- BRMRA info also available on: bullrunonehoa.com

- Normal operating expense assessment for BRU1 is $26.61 annually ($0.34 per lot)
- Additional assessment to refurbish 3 existing monuments is $643.50 ($8.23 per lot)
- $670.11 will be included in the 2025 BRU1 budget

BRMRA 2025 Budget & Unit Assessments

BRMRA Monuments

Island

Main

Circle

BRU1
2024 Finances
Jan 1- Sep 30

- Income: $23,690.53
- Expenses:
  - Corp. annual fee $61.25
  - Insurance $1978.59
  - CPA tax prep $181.99
  - HOA website $165.99
  - TPAM management fees $2925.00
  - Financial software $44.10
  - Office expenses $383.47
  - Backflow testing $100.00
  - Monument maintenance $134.34
  - Mulch/sod/plants $639.79
  - Tree removal $1500.00
  - Irrigation/backflow repairs $535.60
  - Grounds maintenance $9850.00
  - Utilities (water) $678.17

- Net Income $4,512.24
- Ending Bank Balance $11,394.79

2025 Budget Rationale

- Legal fees for late assessments are recoverable expenses and, therefore, not a financial liability
- MRA assessment = $670.11
- Based on bank balance at end of September and known & expected expenses for the remainder of 2024
- Based on:
  - Meeting Bylaws reserve requirements of $7,000 - $10,000
  - 1 year assessment increase from current $300 per lot

2025 Budget Rationale

BRU1 HOA Year End Projected Balance	
Assets	**As of September 30**
$11,394.79	**Bank account balance**
$0.00	**Outstanding miscellaneous income**
$1,598.56	**Outstanding assessments, penalties, & interest**
$12,993.35	**Total Assets**
Debits	
-$1,020.00	**Tree removal-Chickamauga Trail**
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-$120.00	**Utilities (3 months)**
-$400.00	**Office Expenses (3 months)**
-$6,350.60	**Total Debits**
$6,642.75	**Projected balance at Year End**

Maintenance Assessments 2025-2029

Bull Run Unit 1 HOA 5 Year Budget

Fiscal Year	2024	2025	2026	2027	2028	2029
Balance Brought Forward	- - - - - -	$6,642.75	$7,351.39	$7,923.62	$8,495.85	$9,068.08
Income						
Assessments		$24,180.00	$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		$24,280.00	$23,500.00	$23,500.00	$23,500.00	$23,500.00
Expenses						
Master Res. Assoc. Assessment		$670.11	$26.52	$26.52	$26.52	$26.52
Corporate Expenses						
Annual Corporate Fee		$61.25	$61.25	$61.25	$61.25	$61.25
CPA (annual tax return)		$190.00	$190.00	$190.00	$190.00	$190.00
Insurance-BoD & Liability		$1,980.00	$1,980.00	$1,980.00	$1,980.00	$1,980.00
Grounds Maintenance						
Mowing per contract		$13,200.00	$13,200.00	$13,200.00	$13,200.00	$13,200.00
Monument landscaping		$400.00	$400.00	$400.00	$400.00	$400.00
Tree removal		$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00
Operations Expenses						
Management Fees		$3,900.00	$3,900.00	$3,900.00	$3,900.00	$3,900.00
Website		$170.00	$170.00	$170.00	$170.00	$170.00
Management Software		$50.00	$50.00	$50.00	$50.00	$50.00
Office Expenses		$400.00	$400.00	$400.00	$400.00	$400.00
Legal fees		$0.00	$0.00	$0.00	$0.00	$0.00
Repairs & Maintenance						
Irrigation system backflow		$50.00	$50.00	$50.00	$50.00	$50.00
Monuments		$0.00	$0.00	$0.00	$0.00	$0.00
Utilities – water		$500.00	$500.00	$500.00	$500.00	$500.00
Equipment		$0.00	$0.00	$0.00	$0.00	$0.00
Total Expenses		$23,571.36	$22,927.77	$22,927.77	$22,927.77	$22,927.77
Revenue (income-expenses)		$708.64	$572.23	$572.23	$572.23	$572.23
Estimated Reserve Dec 31	$6,642.75	$7,351.39	$7,923.62	$8,495.85	$9,068.08	$9,640.31
Assessment for Fiscal Year (potential value to meet bylaws)		$310.00	$300.00	$300.00	$300.00	$300.00
Rebate on Assessment		$0.00				
Assessment for current year only		$310.00				

Maintenance Assessments 2025-2029

Bull Run Unit 1 HOA 5 Year Budget						
Fiscal Year	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**
Balance Brought Forward	- - - - - -	$6,642.75	$7,351.39	$7,923.62	$8,495.85	$9,068.08
Income						
Assessments		$24,180.00	$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		$24,280.00	$23,500.00	$23,500.00	$23,500.00	$23,500.00

Maintenance Assessments 2025-2029

Expenses						
Master Res. Assoc. Assessment		$670.11	$26.52	$26.52	$26.52	$26.52
Corporate Expenses						
Annual Corporate Fee		$61.25	$61.25	$61.25	$61.25	$61.25
CPA (annual tax return)		$190.00	$190.00	$190.00	$190.00	$190.00
Insurance-BoD & Liability		$1,980.00	$1,980.00	$1,980.00	$1,980.00	$1,980.00
Grounds Maintenance						
Mowing per contract		$13,200.00	$13,200.00	$13,200.00	$13,200.00	$13,200.00
Monument landscaping		$400.00	$400.00	$400.00	$400.00	$400.00
Tree removal		$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00
Operations Expenses						
Management Fees		$3,900.00	$3,900.00	$3,900.00	$3,900.00	$3,900.00
Website		$170.00	$170.00	$170.00	$170.00	$170.00
Management Software		$50.00	$50.00	$50.00	$50.00	$50.00
Office Expenses		$400.00	$400.00	$400.00	$400.00	$400.00
Legal fees		$0.00	$0.00	$0.00	$0.00	$0.00
Repairs & Maintenance						
Irrigation system backflow		$50.00	$50.00	$50.00	$50.00	$50.00
Monuments		$0.00	$0.00	$0.00	$0.00	$0.00
Utilities – water		$500.00	$500.00	$500.00	$500.00	$500.00
Equipment		$0.00	$0.00	$0.00	$0.00	$0.00
Total Expenses		$23,571.36	$22,927.77	$22,927.77	$22,927.77	$22,927.77
Revenue (income-expenses)		$708.64	$572.23	$572.23	$572.23	$572.23
Estimated Reserve Dec 31	$6,642.75	$7,351.39	$7,923.62	$8,495.85	$9,068.08	$9,640.31
Assessment for Fiscal Year		$310.00	$300.00	$300.00	$300.00	$300.00
(potential value to meet bylaws)						
Rebate on Assessment		$0.00				
Assessment for current year only		$310.00				

2025 Budget & Assessment Approval

- Motion from the Board to accept budget & assessment:
  - $310 assessment for 2025
  - $310 due on 1 Jan 2025
  - Estimated year end reserve of $7,351

- Assessments will be enforced per Bylaws
  - Late penalty on 1 Feb 25
  - NoLA on 1 July 25

CC&Rs Amendments

- Several issues have arisen in our neighborhood that pertain to covenants:
  - Basketball goals in front of homes
  - Parking on the street
  - Short-term rentals

Closing Info

- New business
- Q&A
- Adjournment