

FOUNDERS BRIDGE PROPERTY OWNERS ASSOCIATION
Board of Directors Meeting
December 11, 2023
Founders Bridge Community Center
AGENDA

- I. Call to Order
- II. Business from the Floor
- III. Approval of Minutes - October 23, 2023
- IV. Treasurer's Report/CG Mgmt. Report-Sept/Oct 2023 Financials
- V. Committee Report:
 - a. ARC Report - Herman Mueller
 - b. Pool - Maria Durbin
 - c. Social - Laurel Rehorn
 - d. Communications - Maria Durbin
 - e. Grounds - John Cramer
- VI. Old Business
 - a. Ratify approval of any ground's projects between meetings
 - b. Pool house renovation update
 - c. Playground upgrade update Spring 2024
 - d. Drainage/Erosion FBB -VDOT
- VII. New Business
 - a. Grounds contract review
 - b. Sec 5 grounds concerns
 - c. Sec 5 Pet waste station
 - d. Review/sign 2024 contracts
 - e. 2024 Budget
- VIII. Executive Session, if needed
 - a. Notice of Hearings - if any
- IX. Date of 2024 Meeting:

2/19/24, 4/22/24 Annual Meeting, 6/24/24, 8/26/24, 10/28/24,
Budget Meeting, 12/9/24 - 6:00pm in the Founders Bridge Clubhouse.
- X. Adjournment

Note: Audience members are welcome to address the Board during the Business from the Floor segment of the meeting. This section is intended to provide audience members an opportunity to give input to the Board of Directors. The Board will take any input under advisement but may not respond immediately as they proceed with the planned business of the Association. The Board reserves the right to limit this section of the meeting to a time they believe is appropriate.

Founder's Bridge POA
Board of Directors Meeting

October 23, 2023

6:00 PM

I. Call to Order

David Wright presided over the meeting which was called to order at 6:03. Board members in attendance were introduced as follows:

Scott Dearnly – Treasurer
Lindsay Ward – Secretary
Kim Mueller - Director
Tracy Mazzoni -Director
Maria Durbin – Clubhouse Manager
Gave Crouch – Managing Agent

II. Business from the floor.

The Garafalo's presented continued concerns over the drainage area behind their house. Three options are available per the Army Corp of Engineers

- Leave as is
- Cut vegetation without killing it
- Remove vegetation, reconfigure rip rap, involves significant time and expense.

Grounds committee will determine the best course and prioritize within their other requirements.

III. Approval of Minutes from 8/28/23

A motion to approve the minutes was made by Tracy Mazzoni, seconded by Kim Mueller. The minutes were approved unanimously.

IV. Treasurer's Report

- a. \$48,601.53 in the operating account
- b. \$487,811.95 in Money Market/CD accounts.
- c. Total assets including prepaids are **\$499,337.16** in Money Market/CD accounts

V. Management Report

- a. As of 8/31/23, FBPOA had \$3,713.67 in past due fees, prepayments were \$37,076.32 (includes builder assessments). Net to the balance sheet is \$80,399.75 gain for the period.
- b. There were 10 Resales and 0 new sale closings as of 8/31/23

- c. Jan 1 – August 31, 2023 clubhouse rentals total \$2,300 in additional income from 8 rentals.
- d. There were 12 calls to the call center for the period. 10 calls received regarding accounts payable/receivable, 1 Clubhouse rental, and 1 other call. This total does not include direct calls to Gabe, Maria or any other Community Group associate.
- e. On average, 77 invoices were coded and reviewed, suspended or paid each month from Jan 1 to August 31, 2023.

VI. Committee Reports:

a. ARC Report – Herman Mueller

Modifications approved since the last meeting:

- 750 Riverstone Rd. – Landscaping
- 2518 Mabry Mill Dr. – Tree Removal
- 16001 Pine Vale Pl. – Fence
- 2501 Founders Bridge Rd. – Fence
- 2700 Michaux Valley Way – Fence
- 14807 Michaux Valley Cir. – Landscaping
- 2512 Michaux Valley Way – New Home

There is one violation that has gone to a stage two letter issued October 10th. The 15 day window for correction runs out Wednesday. If not corrected, the stage three letter will be issued informing the homeowner of a possible hearing at the next board meeting.

b. Pool – Maria Durbin

- New covers scheduled to arrive on 10/24/23
- New water fountain will be installed in the Spring.

c. Social – Laurel Rehorn

- Requesting volunteers
- Fall Fest had about 100 attendees. The event came in under budget, Laurel will provide a report on the expenses.
- Planning a Cocktail event the first week in December.

d. Communications – Maria Durbin

- No report

e. Grounds – John Cramer

- John provided a spreadsheet of 2023/2024 Grounds Project items including completed projects, Approved but not completed projects, reoccurring maintenance items.
- John asked for approval for dead tree removal not to exceed \$2,700. A motion to approve was made by Tracy and seconded by Kim. The motion was approved by the board.
- John asked for approval for renovation of beds on FBB behind FKT not to exceed \$9,430. This request was tabled.

VII. Old Business

- The board unanimously approved 6 ground proposals that were previously approved by email. They include:
 - Clean out of the drain pipe located at 2713 Founders Bridge Rd. not to exceed \$2,000
 - Clean out drain located at FBB just south of the larger bridge that runs under the asphalt trail. Cost not to exceed \$1,200.
 - Award contract to Oasis Outdoor Lighting for year end Holiday lighting. Cost not to exceed \$5,000
 - Renovation of women's pool restroom, guard room and snack bar, not to exceed \$13,000 (from reserves)
 - New pool cover to replace 20 year old existing cover. Cost not to exceed \$19,000 (from reserves)
- Determined that we will not ban bicycles on the walking path.

VIII. New Business

- **2024 budget draft review** - Deferred
- **Playground upgrade** – Contract is signed, waiting on schedule
- **Drainage/Erosion FBB** – Deferred
- **Section 5 Asthetic issues** –
 - Entrance appearance
 - Lighting
 - Stone Columns
 - Irrigation
 - Landscaping
 - Increase in Wall maintenance

These items will be added to the December meeting agenda.

XI. Executive Session - NA

X. Adjournment

- *Move to adjourn was made by Lindsay Ward, seconded by Kim Mueller. The motion was passed.*

FOUNDERS BRIDGE MANAGEMENT REPORT:

Submitted by Gabe Crouch

October 23, 2023

Assessments: As of 8/31/23, FBPOA had \$3,713.67 in past due fees, pre-payments were \$37,076.32 (includes builder assessments); Net to balance sheet **\$80,399.75 gain for the period.**

Financial Reporting: July/August financial reports were closed out on September 13, 2023, with an emailed copy provided the same day to the BOD.

Investments: As of 8/31/23, \$48,601.53 in regular DDA (checking) account. Current balance in Money Market/CD accounts is \$487,811.95. Total assets for the community including prepaids is \$499,337.16

Resales: January 1- August 31, 2023 there was 10 resales and 0 new sale closing received.

2022 - YTD closings - 23 resale, 0 new sale closings

2021 – YTD closings – 26 resale closings, 2 new sale closings

2020- YTD closings- 33 closings

2019 - YTD closings – 48 resale closings, 8 new sale closings

2018 - YTD closings – 32 – 15 new sales, 17 resales

2017- YTD closings 21– 6 new sales, 15 resales

2016 – (Updated) 21 resale closings, 16 new sale closings –through 12/31/16 (total 37)

2015 – 18 resale closings, 9 new sale closings

2014 – 12 closings

2013 – 19 resale closings, 5 new sale closings

2012 – 19 closings

2011 - 20 closings

2010 - 18 closings

Clubhouse Rentals: : January 1—August 31, 2023 there were a total of \$2,300.00 in additional income for 8 rentals.

Homeowner Calls to Call Center: There were 12 calls to our call center for the period. 10 calls received regarding accounts payable/receivable, 1 Clubhouse rental, and 1 other calls. This total does not include direct calls to Gabe, Maria or any associate at CGI.

Invoices in StrongRoom: On average 77 invoices were coded and either suspended, reviewed or paid from each month from: January 1, 2023, to August 31, 2023.