

FOUNDERS BRIDGE PROPERTY OWNERS ASSOCIATION
Board of Directors Meeting
October 18, 2021
6:00 pm
Founders Bridge Community Center
A G E N D A

- I. Call to Order
- II. Business from the Floor
- III. Approval of Minutes – August 16, 2021 (draft attached)
- IV. Treasurer’s Report/- July/Aug Financials Previously sent
- V. Community Manager’s report
- VI. Committee Reports:
 - a. ARC Report – Herman Mueller
 - b. Pool – Liza Hill/Alan Ott
 - c. Social – Maryanne Liscio
 - d. Grounds – John Cramer
- VII. Old Business
 - a. Grounds project-civil engineer Swallowtail park
 - b. Ratify Various Grounds approvals
 - c. Media upgrades for community center \$19,460.00 quote
 - d. Pool Management quote for 2022 \$65,000.00 11.6% increase
- VIII. New Business
 - a. 2022 Budget approval
 - b. 2022 Meeting Dates
- IX. Executive Session, **if needed**
 - a. Notice of Hearing-if any
- X. 2021 meeting dates 3rd Monday every other month. 4/21, 6/21, 8/16, 10/18, 12/13
April 19, 2021 at 6:00 p.m. Annual Meeting
- XI. 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

August 16, 2021

6:00 PM

I. Call to Order

The meeting was called to order by President, David Wright at 6:08 PM. Board members in attendance included David Wright, Scott Dearnly, Tom Gallagher, Lindsay Ward, & John Cramer.

II. Business from the Floor

A homeowner questioned the Board on why tree removal was necessary along the walking path. David Wright advised that the Association is looking at improving the walking trails & in doing that, they want to do proper tree removal to remove root issues under the trails which could lead to damage to the trail. David also advised that the Board is not looking to remove trees they do not have to, only the ones that look like they could be at risk. John Cramer advised that the Board will gather expert opinions & proceed off of those recommendations.

III. Approval of Meeting Minutes

Tom Gallagher made a motion to approve the June 21, 2021 meeting minutes with the amended language to section C of the New Business portion as proposed by David Wright. Scott Dearnly seconded the motion & the motion carried unanimously.

IV. Reports

A. Treasurer's Report

- a. \$52,799.20 in operating account
- b. \$604,137.95 in Money Market/CD accounts
- c. \$627,316.22 in total assets for the community including prepaids

B. Management Report

- a. There have been 15 closing statements received from the start of the year through July 31, 2021.
- b. There were 4 clubhouse rental checks received for a total of \$450 in additional income from the start of the year through July 31, 2021.
- c. There were 52 calls to our call center from January 1, 2021 to July 31, 2021. 22 calls received regarding Accounts Receivable/Assessments, 12 account receivables coupons, & 18 others.
- d. On average 77 invoices were coded & either suspended, reviewed or paid from each month from: January 1, 2021 to July 31, 2021

C. Safety

- a. David asked Gabe to put together bone structure of budget so Board can look at incorporating speed sign cost into budget.

D. ARC Report

- a. Herman Mueller advised the Board there are no pending modification requests. There were four recently approved applications: screened porch addition at 16103 Founders Bridge Road, pergola & patio at 876 Dogwood Dell Lane, fence at 16268 Maple Hall Drive, driveway & patio replacement at 2642 Mulberry Row Road.
- b. There are 5 new homes in Section 5 in various stages of completion.
- c. There was one denial at 2813 Founders Bridge Road for a driveway ramp. The homeowner has indicated their desire to appeal the unanimous ARC decision. Maria advised that she heard from the homeowners & they plan to file their appeal soon. Maria has also reached out to VDOT to see if they have regulations on driveway ramps. David asked Maria to let the homeowners know of her outreach to VDOT & their response.

E. Pool

- a. Maria Durbin advised that complaints have come in regarding the pool not being clean & lifeguards being lazy. Maria has been in contact with the pool company & they have been seeing improvements since then.

F. Social

- a. Maryanne Liscio & Tim Mulherin updated the board on the social committee's plans hold a picnic in the park event on Sunday, October 10th in Swallowtail Park from 12-3 PM. The street will be blocked off in a safe way & Maryanne advised that she would let all affected homeowners aware as she lives in the area.
- b. Neighbors can park their vehicles at the clubhouse if they are needing to get out during the event.
- c. Happy Dog food truck will be on site and will serve a hot dog, side, & soda for \$5. The overall cost is \$10 & the Association will be covering half of the cost. There will also be free ice cream for kids.
- d. Signs will be put up throughout the neighborhood & flyers will be sent out as well.
- e. A tent may be needed as a rain plan, however that has not been decided yet.

G. Grounds

- a. John Cramer first gave an update on the status of the asphalt trails. He advised that they are currently in the second phase of the project which includes the drainage work. The first phase of tree removal is complete & the next phase will include removal of trees. John advised that a meeting with an arborist is needed to review which trees will need to be removed.
- b. John also advised that the Otterdale entrance landscape is scheduled to be completed in October.
- c. David Wright raised an issue with the golf course not maintaining grass near Founders Bridge Boulevard. He spoke with the landscaper who advised it would cost an additional \$345 per month to add that area in to their contract. David is working with the golf course to have them pay to maintain the area.

- d. John advised that the Christmas light budget does not currently include the Otterdale entrance & that will need to be worked into the budget for next year. John also advised that the budget may need to be increased to \$5,000 to cover the new areas as well as items needing to be replaced. David made a motion to approve \$3,500 for 2021 holiday lighting plus decorations. Scott seconded the motion & the motion carried unanimously.
- e. Tom Gallagher made a motion to purchase 2 new No Soliciting signs & 8 Caution Watch Your Step on Walkways signs for a total cost of \$500. Lindsay Ward seconded the motion & the motion carried unanimously.
- f. John made a motion to have Land Care remove large rocks in the creek bed between Swallowtail & Founders Crest Court at a cost of \$700. David seconded the motion & the motion carried unanimously.
- g. John made a motion to have Robert Bayne paint the black fence along the sidewalk located at Pinevale & Founders Bridge Road at a cost of \$300. Lindsay seconded the motion & the motion carried unanimously.
- h. John made a motion to have Land Care to have mulch put down this Fall at the bed located between Founders Grant & Dogwood Dell at a cost of \$2,995 to help with the new plants that will be planted there in the Fall. Tom seconded the motion & the motion carried unanimously.
- i. The Board agreed to take a closer look at the improvements needed for the grounds at Maple Hill & to revisit in the future.

V. New Business

a. Wall Electricity hook-up \$1,700

- i. John made a motion to approve installation of electricity at the Otterdale entrance at a cost of \$1,700. Lindsay seconded the motion & the motion carried unanimously.

b. Various Grounds issues from Maria's email

- i. Discussed during the grounds committee report.

c. Walking path tree removal

- i. Discussed during business from the floor.

d. Pool Management Quote for 2022 \$65,500.00 11.6% increase Swim Metro

- i. The Board will take under advisement while working on budget.

e. Media upgrades for community center \$19,460.00 quote

- i. The Board will take under advisement while working on budget.

f. Directory Status

- i. Maria advised the directory will be ready in September.

g. Unsightly home

- i. David advised of being made aware of a house with a dumpster in front & no trespassing signs posted as well as not keeping up with the landscaping along Michaux Valley. Scott advised he drove past & thought it looked like a typical home under construction. Herman advised he would look into when construction actually started on the home & that he did not see any signs when he visited the property.

h. Event Parking

- i. A concern was raised with the parking along Founders Bridge Boulevard during swim meets & other events at the golf course. David advised that he spoke to Maria about reaching out for off duty officers to help during events. The Board will also reach out to VDOT for information on posting no parking signs in that area.

VI. Adjournment

- a. John made a motion to adjourn the meeting, and Scott seconded the motion. The motion carried unanimously, and the meeting adjourned at 7:58 PM.

FOUNDERS BRIDGE MANAGEMENT REPORT:

Submitted by Gabe Crouch

October 18, 2021

Assessments: As of 9/30/21, FBPOA had \$995.08 in past due fees, pre-payments were \$78,338.69 (includes builder assessments); Net to balance sheet **\$23,013.04 gain for the period.**

Financial Reporting: July/august financial reports were closed out on September 13, 2021 with an emailed copy provided the same day to the BOD.

Investments: As of 9/30/21, \$119,869.73 in regular DDA (checking) account. Current balance in Money Market/CD accounts is \$504,532.11. Total assets for the community including prepaids is \$546,074.12

Resales: January 1- September 30, 2021 there were 21 resales and 1 new sale closing received.

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—September 30, 2021 there were a total of \$1,250.00 in additional income.

Homeowner Calls to Call Center: There were 48 calls to our call center from: July 31, 2021 to September 30, 2021. 25 calls received regarding Accounts Receivable/Assessments, 12 acct receivables coupons, 11 others. 173 calls for the year. This total does not include direct calls to Gabe, Maria or any associate at CGI.

Invoices in StrongRoom: On average 75 invoices were coded and either suspended, reviewed or paid from each month from: January 1, 2021 to September 30, 2021.