



Homeowners' Association, Inc.

Board of Directors

*Linda Henderson, President
Kristin Bender, Nichole Brennan, Vice President
Ron Jones, Mehdi Rashidi, Vice President
Tom Rumph, Treasurer
Robert Klein, Secretary*

Board Meeting Minutes – April 9, 2025

The third HOA Board meeting for 2025, began at approximately 7:30 PM on April 9, and was conducted at the BridgeWater clubhouse. Six of the seven Board members were in attendance, Mehdi a former and new replacement Board member was absent from the meeting.

Proposed Meeting Agenda

- Financial - Tom
 - Statistics for March 2025
 - Late Payer Update
- Pool - Nichole
 - Confirm pool opening date
 - Pool maintenance due diligence/research on cost
- Tennis - Kristin
 - Update on resurfacing of courts
 - Update on status of non-residents using tennis courts for team competitions and paying \$20
- Clubhouse - Ron/Bob
 - Update on cleaning services. Current contract expires in May. Keeping current provider or changing?
 - Provide what the schedule will be for these services going forward.
 - Any repair updates
 - Installation of pool area security cameras
- Secretary - Bob
 - Number of letters issued. Results of the letters.
 - Electrical repairs at front entrance
 - Status of transition to control of website and redesign
- Social - Mehdi/All
 - Calendar of events
 - Potential cost of events to Treasurer
 - Names of residents on Social Committee



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- Landscaping - Linda
 - Sinkhole repair
 - Trees in gazebo area



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Financial Update - Tom

- Prior to the meeting Tom emailed a copy of the Budget vs. Actual and Balance Sheet reports for the month of March, along with a summary of the 2025 Expense detail.
- Tom reported that we had a total of \$91,421 in the bank, with \$48,533 in checking, \$17,759 in savings, and \$25,129 in a CD. Monies in the savings and CD are reserved for general repairs.
- Tom indicated that we have six out of 78 homeowners who are delinquent in their payments. Three of the six homeowners are with the HOA attorney for collection and one of the six are in the process of selling their home and will pay the assessment upon closing the sale.
- Tom reported that so far in 2025 we have experienced large expenses associated with maintenance of the common areas.
- Tom reported that we have approximately \$18,000 yet to pay for the tennis court repairs.
- Additionally, Tom reported that we had an unexpected overdue bill for sewer assessment of approximately \$1,700 due to an incorrect billing address.

Pool - Nichole

- Nichole reported that the public health inspection was scheduled for April 14. Target date for opening the pool is May 1st.
- Pricing for pool maintenance in 2025 is estimated to be around \$9,000.
- Nichole to get maintenance estimates from other service providers to see if Allen Pool's pricing is competitive and provide an update at the next Board meeting.
- The week before the pool is open to residents furniture will be cleaned and setup around the pool deck.
- A date to conduct a "pool party" is awaiting results of the survey emailed to homeowners.



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- Nichole reported that the pool and tennis court gates have now been fitted with new digital locks and the access codes have been emailed to homeowners. Lock codes will be changed periodically to ensure that only BridgeWater homeowners have access.

Tennis Courts - Kristin

- Kristin reported that the tennis court repairs have a target completion date of April 14.
 - After painting of the courts is complete there will be a 2-day waiting period before the courts can be used to ensure that the painted surface is dry/cured.
- Nichole reported that the setup for paying the \$20 usage fee has been completed for all of the members of the Women's league. Matt will be working on getting the Men's league payments setup in the coming days.
- Multiple users of the tennis courts have mentioned that the new LED court lights are a significant improvement over the previous court lighting.

Clubhouse - Ron/Bob

- The Board is pursuing obtain quotes from other clean service providers. Kristin indicated that she would ask her office cleaning service to provide a quote. Ron indicated that the current cleaning contract can be terminated with a 30-day notification and that the current contract is up for renewal in May.
- Nichole suggested that the sidewalk in front of the clubhouse be power washed and indicated that Matt could provide the cleaning. All agreed to move forward with cleaning of the sidewalk.
- Ron reported that the website for reserving the clubhouse was updated, but that he needed to get the process for generating a one-time key code for opening the clubhouse door, as well as requesting the \$100 security deposit for the clubhouse reservation.
- Bob indicated that he and Matt would complete the installation of the new LED flood lights with embedded security cameras before the pool is officially open on May 1. Bob would reach out to Mehdi to setup and add the digital cameras to our security camera account.



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Secretary - Bob

- Bob provided a summary of letters that have been sent to homeowners since the last Board meeting:
 - (3) requests for updated homeowner email contact information
 - (4) requests for email contact for renters and tenant information
 - (3) escalatory form letters provide to Tom, the Treasurer, as late payment reminders
 - (1) trash bin storage warning letter to a homeowner
 - (3) letters regarding requests for yard maintenance or exterior repairs
 - (2) letters requesting repair of damaged mailboxes
- Bob reported that he had requested and received quotes from three electricians (and two electrical contracting companies, TE Electric and RS Andrews) for the diagnosis and repair of the loss of electricity in the center island and the exit side of the subdivision entrance. Bob also indicated that he had met with a third electrical contractor, Georgia LightScapes, which Tom had scheduled to diagnosis the loss of power.
 - All electricians identified the problem as a break in the electrical wiring that runs from the entrance side to the center island, which in turn energizes the exit side lighting and outlets. The break probably due to tree roots breaking the wire.
 - The proposed solution by all contractors is to bore under the entrance way, install new conduit, and run new electrical wiring to the center island and the exit side junction box.
 - It is planned that all the quotes will be reviewed and repairs scheduled before the next Board meeting.
- Nichole suggested that we place a "No Soliciting" sign at the entrance of our subdivision to reduce or eliminate the recent increase in door-to-door solicitations that seem to be now happening in the subdivision. All agreed. Linda took an action to investigate and obtain possible signage.
- Linda suggested that the next newsletter remind homeowners that back to Mallard Lake (e.g. the retention pond) that they are responsible for maintenance of their backyard and removal of any debris that may fall into the pond.



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Social Activities - Mehdi

Nichole and Linda provided an update due to Mehdi's absence.

- Nichole indicated that there were four volunteers for the Social Committee.
- A calendar of events for 2025 was still being formulated, but would begin with a pool party sometime in May after the pool is open.
- Tom asked that the Social Committee provide a cost estimate for each planned event in 2025 for budgeting purposes.
- Tom suggested that we consider having a food truck at one or more events and that Board members network with neighbors to increase subdivision participation. Also consider having one "big event" in the summer, possibly with a DJ, to bring the community together.

Landscaping - Linda

- Linda reported that the sink hole in the corner of the tennis courts by the basketball hoop had been repaired.
- Nichole suggested that the trees in gazebo area be assessed by an Arborist to see if they need to be cut down.

Meeting Close. With no additional discussion topics, the Board meeting came to a close at 8:35 PM.