



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

HOA Board Meeting Minutes – July 2, 2025

The fifth HOA Board meeting for 2025, began at approximately 7:30 PM on July 2, and was conducted at the BridgeWater clubhouse. Six of the seven Board members were in attendance, with Ron missing due to a family commitment.

Proposed Meeting Agenda

- Financials - Tom
 - May and June budget update
 - Late payer update
 - General discussion about Budget
- Tennis - Kristin
 - Any issues
 - Update on progress on new tennis page website design with Ron
- Pool - Nicole
 - Analysis of pool maintenance annual cost
 - New pest service provider
 - Update on clubhouse maintenance
- Clubhouse - Ron
 - New contract with Corporate Care that includes outside trash bins. Finalized contract. Who is cleaning the clubhouse?
 - Update on website design status with Kristen
- Social - Mehdi
 - Advise dates of any social events and the costs
 - Update on Calendly
- Landscaping - Linda
 - Checking on fence repair at front of entrance.
 - Water pressure problem with sprinkler system at front entrance. Need valve replacement and various adjustments. Repaired as of June 18.
- Secretary - Bob
 - Compliance letters that have been issued.
 - Conduct review of our current covenants
 - Board members should be prepared to discuss any updates needed and new additions. Feedback can then be compiled so this can be presented to our attorney for the best way to proceed present this to our homeowners.



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Financial Update - Tom

- Tom indicated that the total bank balance (checking, savings, and CDs) was around \$65,000. Additionally, the attempt to increase our reserve funds was lagging due to unexpected maintenance expenses. In order to increase our reserve funds it is suggested that we look at increasing dues since expenses continue to rise.
- Bob mentioned that raising annual dues by \$100 per homeowner would provide an additional \$7,800 per year to offset rising expenses and possibly add to our reserve funds.
- Mehdi asked about what our "run rate" was on basic expenses and asked Tom to provide him with the expense detail for the past 3-4 years from QuickBooks.

Tennis Courts - Kristin

- Kristin provided information on court scheduling issues, specifically that homeowners can only reserve one court at a time for a maximum of two hours. Kristin also mentioned that the BridgeWater tennis league has priority in scheduling during the tennis season.
- Kristin indicated that recently a resident wanted to reserve a BridgeWater tennis court for a friend, who is a non-resident, to conduct tennis lessons. After a group discussion the Board unanimously voted "No" to allowing non-residents use of the BridgeWater tennis facilities.
- Kristin mentioned that the website could benefit from an update to the "user interface" relative to the rules and process for reserving a BridgeWater tennis court.

Pool Update - Nicole

- Relative to getting additional quotes for pool maintenance, Nichole asked that Tom provide her with a current detailed invoice from Allen Pool who is currently performing weekly maintenance. After getting the detailed list and pricing of pool services from Allen Pool Nichole will get comparative quotes from other pool service providers to see if we are overpaying for service.
- Tom indicated that our current pool maintenance expense is running around \$9,000 per year.



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Clubhouse Maintenance Update - (Linda for Ron)

- Linda indicated that we now have an updated contract with our clubhouse cleaning service. The contract will be signed July 3 and will now also include paper products being supplied by the service.
- Nichole asked that the plastic trash bags be upgraded to as the current bags are "too weak" and easily tear. Additionally, it was asked if cleaning can be scheduled on Thursdays, after the Wednesday night Men's tennis league.
- Relative to "pest control", Tom will send Nichole the contract for mosquito treatment around the pool and tennis courts. Additionally, Tom recommended that we contact "Breda Pest" for a quote for treating the clubhouse cabinets for insects.

Social - Mehdi

- Mehdi indicated that he is continuing to work with Ron to improve the BridgeWater website relative to clubhouse scheduling and other enhancements.
- After some discussion and review, the BridgeWater community social function, originally planned for late July, is being moved to mid-August after school starts. This subdivision sponsored function will tentatively include music: (via Bluetooth playlist and speaker), ice cream or snow cone truck, BBQ or food truck, and refreshments. It was suggested that a number of Amazon gift cards be raffled off during the event (must be present to win) as prizes to attract more homeowner participation.
- Mehdi asked about the allowed budget for the event. It was suggested that we keep the expense total to around \$1,500 or less.

Landscaping Update - Linda

- Linda reminded that one of the rails on the fencing along the Mallard Lake entrance was detached, and asked if Matt could provide a quote to repair. Nichole indicated she would ask Matt to take a look at the fence.
- Bob indicated that the entrance sprinkler system along Brumbelow was repaired by "Sprinkles Irrigation" and involved replacing a control valve and two sprinkler heads. Additionally, the timer controller was reprogrammed for the flower beds along Brumbelow Road.



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Secretary - Bob

- Bob indicated that a number of warning letters had been sent to homeowners regarding yard maintenance and non-compliance issues. Linda and Bob to monitor the properties for corrective action.
- Bob indicated that he would be preparing and delivering the "Welcome Folder" for the new owner at 725 Eider Down Court.
- Bob also briefly discussed possible updates to areas of the subdivision's governing documents, specifically the Covenants, Conditions and Restrictions (CCR) and By-Laws. Bob indicated that he had collateral from past discussions with the attorney and would provide copies via email to all Board members for review and further discussion at our next Board meeting.

Other New Business (All)

- As part of a continuing initiative to improve the general look and aesthetic of the BridgeWater subdivision a number of homeowners have been asked to power wash their driveways, with most homeowners complying with the request.
- A discussion regarding ownership and maintenance of the land along the far end of Merganser Lane, opposite the homes at 3495, 3505, 3515, and 3525 and what could be done to improve the area was conducted. It was pointed out that this property is owned by homes located in "The Ridge" subdivision. Any maintenance or issues would need to be presented to The Ridge for review and consideration.
- Mehdi asked if the budget could support adding some flowers or landscaping in the cul-de-sac opposite the homes at 3525 and 3535 Merganser? As a concern, it was pointed out that there is no source of water in that area and that any flowers planted in that location would probably not survive.

Meeting Close. With no additional discussion topics, the Board meeting came to a close at 8:50 pm.