Gates Bluff Community Association

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12 February 2025

Subject: Minutes of the GBCA 2025 Annual Board Meeting

Board Members Attending:

Frank Baylor – President

Sid Jenkins – Vice President

Mike Williams – Member-at-Large, Project Consultant

Donna Silver – Treasurer

Fran McDermott – ARC Chair  
Kevin Winegardner - Secretary

6:05 p.m. A quorum was present to conduct business. There were approximately 13-15 community members in attendance.

The 2024 GBCA Board was introduced, community member introductions as well. Board approved the addition of Mr. Mike Anderson to the board committee (Thank you!) and the current slate of members was approved for the 2025 calendar year with no objections.

A meeting agenda, a 2024 financial balance sheet and a 2025 proposed budget was provided to all members in attendance – refer to corresponding documents.

Mr. Baylor presented a review of the 2024 budget, expenditures and achievements:

* Electrical installation of dedicated supply for entrance complete
* Irrigation equipment partially moved and installed
* John Clements onboard for 2025 mowing/landscaping
* New website hosted by GoDaddy is live; plan to add a list of vendors/services recommended by community members; website will host meeting minutes, plan to make all communications available
* Mulch, landscaping postponed in 2024 – concern was if fence was to be painted, board did not want overspray on new plants/mulch
* Fence maintenance/repairs in 2024 provided by community members – consisted of replacing a number of posts and boards, a day of paint scraping however, work went late into the season and weather did not permit for painting
* Mrs. Silver updated on a 100% compliance rate in 2024 for dues and fees

Mr Baylor presented the responsibilities and projects that the board will oversee for the 2025 calendar year including:

* Finalizing irrigation system installation utilizing the new power provisions installed last year; proposed ~$1100 to fully complete including new equipment to drive irrigation on the east side of entrance
* Landscaping plans – Mrs. McDermott has obtained an estimate for comprehensive work to update landscaping, including options regarding layout that would also affect cost; work can be phased over 2-3 years for budgetary reasons but could about to ~$4000/yr; at minimum for 2025, clean up, plant in front of brick columns and mulch
* Ongoing problems with the HOA maintaining proper budgetary reserves; with input from Mr. Williams and Mrs. Silver, it was presented that the board is to conduct a reserves study every 5yrs per VA law in which an assessment of the financial responsibilities of the board is performed, from which a determination of the appropriate size of the reserve funds is determined
* To approve budget board needs firm estimates on fence, ranging from do nothing to full replacement, landscaping plan regarding staged expenditures, and projections for building and maintaining reserves
* Additional notes – board is still lacking updated contact information; a request for updated basic contact info was given with the annual dues notice; board received zero updates
* With the current income from dues, the community/board effectively has no financial reserve at this point

Opened for discussion, comments from community members:

* Board discussed financial needs for fence as this is the biggest challenge; historically, from subdivision inception essentially, volunteer efforts have accounted for fence maintenance; if tabulated retrospectively, this has likely accounted for many thousands of dollars of work
* Currently the board’s view is relying on volunteer work is not realistic or sustainable due to the status of the fence; much deterioration has occurred simply due to age (30+ years old)
* Board’s view is that replacement is needed and prefer to change materials from wood to vinyl as vinyl technology has drastically improved; Woodland Pond replaced the fence at the Beach entrance in 2024 with vinyl that is attractive from the road and very substantial when examined up close
* To mitigate replacement cost, board is considering reconfiguring fence along Beach Rd by shortening overall length from he current ~750ft to near 560ft with a symmetric length of fence to the east and west
* When it comes to budget and the needed funds for fence replacement, landscaping and reserve, board is considering a substantial increase in dues, likely to ~ $400/yr; board has considered the need for a special assessment for the fence however, in it’s current condition and after current inspection, board feels that another option could be minimal necessary maintenance to buy time to raise funds via dues increase
* Board also feels that dues increase is necessary to establish and maintain reserves going forward.
* A substantial increase would require majority approval from the community via vote
* Community members noted that condition of landscaping is not consistent with the value of our neighborhood and needs priority
* From Mrs. Silver, via an acquaintance in Henrico Co, gave an example of an HOA receiving a grant from the county for beautification initiatives; this may be something to look into with Chesterfield Co to help with the landscaping project
* Other community member input suggested minimal necessary fence maintenance for 2+ years in order to build funds for replacement

Short term plan/goals:

* Board to meet in March once estimates for fence work have been obtained to discuss how projects will be handled financially. A final budget will be distributed to the community with recommendation(s) and the community will have a vote regarding special assessment and/or due increased, or any other viable option that may come available.