

First Colony Homeowners Association Annual Meeting

Saturday, July 20, 2024 @ 1:00 p.m.

Calvary Baptist Church Picnic Shelter, 5825 Old Jonesboro Road, Bristol, Tn.

Call to Order: Meeting was called to order at 1:30 p.m. by President Rick Dunham. Others in attendance were VP/Treasurer John Snyder, Board Members Marilyn Wolfe and Doyle Lawson, and residents Mary Armstrong, Carol Tudor, Carol Ingle, Tom & Becky Petty, Joe Doyle, Lois Crockett, Beverly Kummer, Jonathan Mai & Denise Tran, Robert & Judy Galante, Rob & Charlene Williford, Joyce Crockett, Nicholas Stiltner & JT Fannin, Lindsay Lonsbury (fiancé of Chris Fleenor), and Eddie Wampler. In addition, the son and daughter-in-law of James Harold Rhea, (104 Hampton Court) attended. Mr. Rhea is in a nursing home and his son is caring for the home. Proxies were presented for Susie Walker, Chris Fleenor, Susan Rutter, Brenda Worley, Sue Sexton, George White and Betty Mullins. Joyce Crockett was filling in for Secretary Jared Riddle. She called the roll and counted 24 homes were represented including those represented by proxy which constitutes a quorum.

Reading of the Minutes: The 2023 minutes were approved with three corrections/additions: (1) the word “approved” was substituted for “removed” regarding the minutes being approved; (2) “Selection of Officers” was not a part of the Association Meeting but rather the result of officers’ election held by the elected board afterwards; and (3) a petition presented in 2023 regarding alternating wood choices in place of cedar which had not been included. (No action was taken on the petition.) Eddie Wampler moved that we approve the minutes with these changes, Nicholas Stiltner seconded the motion which was approved by all.

Board Member Nominations: Secretary Jared Riddle’s three-year term has been completed leaving an open director position on the board. Rick opened the floor for nominations and Denise Tran and Rob Williford were nominated. A raised hand vote was taken and Denise was elected to fill the open position. Election of alternates was not addressed. Board Members for 2024-25 are Rick Dunham, Doyle Lawson, John Snyder, Denise Tran and Marilyn Wolfe. These directors will elect officers among themselves.

Budget Discussion: The Budget Statement was presented and reviewed by the membership. Several questions were asked:

What does landscaping include? – Answer -- mowing, trimming, mulching and leaf removal. The contract includes that the mulch is provided by the landscapers. Rick stated that he was negotiating with Joe Parham to add an additional trimming so there would be one in the spring and one in the fall. Mary Armstrong (206 South Hampton) stated that they did not mulch behind her house. Rick said he would make sure they mulch the back of her home. Board Member Marilyn Wolfe asked for a copy of the current contract with the landscaper because she has never seen it. Rick said he would get it for her.

At this time several residents discussed trees that needed attention due to dead limbs, etc. Denise Tran & Jonathan Mai (111 East Hampton) suggested that the Board have a professional tree company look at all our trees and give advice on what needs to be done and what it would cost. Then perhaps a budgeted amount could be spent each year, starting with the trees in the worst shape. A website for free tree advice was shared Tennessee Agricultural Extension.

Rick discussed the expense of maintaining our mature trees and the expense expected to repave our streets. Board Member Doyle Lawson stated that the Board decision to raise the dues was an attempt to build a reserve and address the worst parts first and as soon as possible. Rick estimated that it would cost \$200,000 to repair and repave all of our streets. Denise Tran (111 East Hampton) suggested that we get quotes now so we will have a good idea of the cost. Rob Williford (109 South Hampton) suggested a study be done on our roads to determine the remaining lifetime. Rick said he would take care of this.

Mary Armstrong (206 South Hampton) stated that it was believed by many that they could call the Board and have their driveway paved. Rick said that if a driveway is broken up and needs attention that the Board would look at it but paving/topping would only be done if deemed necessary. Sealing driveways is pretty much up to the homeowner. Mary also asked about the gate remotes being purchased and asked why residents don't pay for them. Rick said that's just how they've always done it, to provide a gate opener when needed and they only cost \$25-\$35 each.

What is "Brightspeed"? Answer -- This is the service which provides us the call box at the gate. Unfortunately, several members reported that the call box is not working at this time. John said he would contact them for repair.

Why are we paying Amy Childress for Accounting Services? Answer -- After our Association meeting, July 2023, the HOA purchased Quickbooks and contracted with Amy to maintain our bookkeeping and the mailing of invoices. Rick and John are assisting her by collecting mail from the post office box and making bank deposits. Board Member Marilyn Wolfe suggested that Rob Williford assist John since he has treasurer experience with a previous HOA.

What insurance do we pay Erie Insurance for? John responded that we pay for Directors and Officers Liability Insurance.

What return are we getting on our savings account? Rick thinks 1 or 2%. JT Fannin (129 West Hampton Dr.) suggested we transfer a portion of savings to CDs where we might earn 4-5%.

Discussion of penalties for late payments: According to the Master Deed (ARTICLE VIII, E. pg. 25) "Any assessment not paid by the 10th of the month within which such Assessment is due shall bear interest from such date (the "Delinquency Date") at the maximum legal allowable under Tennessee Law." Tennessee law allows 10%. So, interest on late payments is mandated by the Master Deed. Rick said the Board would discuss charging the interest and/or penalties but are currently mailing reminder notices. John stated that all members are up-to-date on their dues but the current quarter bills have not yet been mailed.

Discussion of landscape services: These services were discussed during the Budget Discussion.

Change in City Brush and Bulk Pickup Policy: The City of Bristol TN now requires customers to request pickup of brush (limbs, weeds, etc.) and bulk items (household junk or building materials). Request form is available at www.bristoltn.org/brushandbulk. It was suggested that small amounts of brush could be put in your trash can.

Comments/Questions from members:

Lois Crockett (101 E. Hampton Dr.) asked permission to have a dying tree in her side yard taken down and replaced at her expense. Rick said that would be fine.

Carol Tudor (211 South Hampton Dr.) asked about snow removal. This past winter the hill up to the gate stayed frozen for several days. It was suggested that the HOA purchase salt/sand and able-bodied men could spread it on slippery areas. In the meantime, Rick said he would ask our landscape company if they do snow removal. If not, he would try to find someone to take this on.

Rob Williford (109 West Hampton) discussed paint colors for our homes and asked that our color selections be updated as one of the colors and brands listed in the Master Deed/Rules & Regulations, is no longer available. He suggested the best match color for the doors is Red Barn and it's sold at Sherwin Williams.

In addition, he passed out copies of a spreadsheet which provided information on how our dues should be charged according to the Master Deed, which is based on square footage. Currently our dues are the same for everyone. Rick stated that a vote among members was taken when the change was made several years ago, but according to the Sullivan County Courthouse, that information has not been shared with them in the form of an Amendment. Rick will work on providing that information and also said that those calculations were used when the HOA maintained the outside of our homes, siding and roofs, etc. Rob suggested the Board is obligated to follow the Master Deed until there is a 2/3 vote of all homeowners to change the Master Deed, written approval be given by all the first mortgage lenders, and the Amendment is registered with the Sullivan County Courthouse.

Harold Rhea's son (104 Hampton Court) asked if there is a vendor list that would assist him in acquiring help with repairs to his father's townhouse. Unfortunately, we do not have a vendor list to provide him.

Lindsay Lonsbury (101 Hampton Court) stated that the chain link fence beside of their unit is broken in two places, tree limbs are on it and asked that it be repaired. Rick said they would take care of it.

The meeting was adjourned at 2:35 p.m.

Minutes submitted by Substitute Secretary, Joyce Crockett

Budget Statement July 1 2023-June 30, 2024

Beginning Balance - Checking

Income

HOA Assessments & Deposits	\$65,228.00
Transfer from Savings	\$5,000.00
Interest	\$1,187.92
Total Income	\$71,415.92

Expenses

Grounds Maintenance

Landscaping	\$51,500.00
Trees	\$7,250.00
Drain/Grounds Work	\$1,750.00
Electrician/Lights	\$185.90
BTES	\$938.18
Brightspeed	\$722.63

Accounting Services

Amy Childress	\$1,200.00
Quickbooks	\$360.54

Attorney Fees

	\$1,960.00
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Postage

Stamps	\$218.33
P.O. Box Rental	\$256.00

Erie Insurance

	\$1,577.00
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Checks

	\$93.05
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Miscellaneous

Gate Flag	\$98.31
Gate Maintenance	\$153.45
New Remotes	\$143.88
Bank Fees	\$72.00
Web Upgrade	\$20.95
Church Use for Annual Meeting	\$100.00

Total Expenses

	\$68,600.22
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Ending Balance- Checking

	\$26,089.89
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Savings Account Balance

	\$38,292.30
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Projected Income for 2024-25

	\$88,000.00
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Projected Expenses for 2024-25

	\$70,000.00
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