



Homeowners' Association, Inc.

Board of Directors

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

Board Meeting Minutes – January 15, 2025

The first HOA Board meeting for 2025, began at approximately 7:30 PM on January 15, and was conducted at the BridgeWater clubhouse. All of the 2025 Board members were present, except Tom Rumph who was out of town on business. All of the new Board members for 2025; Kristin Bender, Nichole Brennan, Jimmy Lee were present.

Proposed Meeting Agenda

- Introduction of new and previous Board members
- Financial - Tom
 - Normal reporting of current status
 - Status of how many residents have paid 2025 dues
 - Update on use of new Bank of America Zelle account
 - Contact information for 3495 Merganser (Goldman) - now a rental
 - Late Payer update
- Secretary - Bob
 - Update on compliance letters sent during 4Q2024, and current status
 - Letters issued in January 2025
- Tennis Courts - Kristin
 - Status of bids for tennis court resurfacing
 - Status of replacing signs on tennis court fences
 - Status of light replacement on tennis court
 - Status of collecting from, outside of Bridgewater players, for using the tennis courts
- Pool - Nichole
 - Proposal has been made to eliminate the use of a storage facility for the pool furniture. It has been suggested that by purchasing heavy duty tarps, storing the furniture on the pool deck, is an option. Nichole will lead the discussion
- Social - All
 - Status of forming a social committee
 - What activities are being considered



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- Landscaping
 - Determining a date for fence repair
 - Determining a date to complete the stone walkway to the curb
- Clubhouse - Ron/Bob
 - Have initiated installation of new awning at Clubhouse
 - Status of installing new lock system at the pool gate
 - Status of installing security camera at the back of Clubhouse.
- Other New Business or Discussion Topics



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Introduction and Background Bio of 2025 Board Members - All

- The first meeting of 2025 began with a brief introduction and summary by all of the Board members as to their professional background, the number of years they have lived in the BridgeWater subdivision, and the number of years they had served on the HOA Board of Directors.

Financial Update - Linda

- Linda provided a summary of recent financial activity including: 1) the adding of Linda Henderson's name to the Bank of America checking, savings, and CD accounts, 2) setting up of a Zelle account to support electronic payments from the HOA bank accounts, and 3) investigate having the HOA replace the current B of A debit card with a B of A credit card.
- Linda mentioned that Tom had set up a new/separate Gmail account to for communications involving financial activity and HOA business (e.g. bridgewatertrreasurer@gmail.com), rather than his personal/business Gmail account.
- Linda informed the Board that a meeting was being scheduled with our HOA attorney to review the status of judgments against "late payers" and future actions to collect overdue assessments, some which are multiple years old.
- Prior to the meeting Tom provided a financial update to the Board via email and indicated that the HOA had a total of \$75,522 in the bank, split between checking, savings, and CDs. The \$75,522 total included \$7,708 of 2025 dues, and the collection of a 2024 overdue assessment by one homeowner.

Warning Letters Sent to Homeowners - Bob

- Bob indicated that multiple letters were drafted, reviewed, and sent to homeowners for various violations of the BridgeWater Covenants, Conditions, and Restrictions (CCR) declaration. Specifically: 1) Storage of trash bins in areas that are visible from the street view of the home, 2) overnight parking of vehicles in the street, 3) vehicles being parked in the clubhouse parking lot (including overnight), but not using the recreational facilities, 4) late payment of quarterly HOA dues, and 5) requesting removal of dead trees on homeowner's property adjacent to the subdivision commons areas (e.g. fencing, monuments, etc.).



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Tennis Court Maintenance & Repairs - Kristin

- At the end of 2024 it was noted that the tennis courts had a number of cracks in the playing surface and that the courts required repair and resurfacing. Kristin took the action to identify and obtain quotations from multiple contractors to make the necessary repairs. Kristin indicated that she had obtain four (4) quotations to repair the court surface ranging in price from ~\$12,700 to ~\$28,000, with the lowest price being offered from Talbot Tennis, who resurfaced our courts 4 years ago.
- Kristin indicated that Talbot would guarantee the crack repair for two (2) years, but for an additional \$6,750, they would extend the warranty to cover a total of three (3) years. Resurfacing was estimated to require 5-7 days of work, weather permitting, and ideally should be performed in the March to early April timeframe, before tennis season begins in mid-March.
- Kristin mentioned that there were two electrical issues associated with the tennis courts: 1) one of the twelve tennis court flood lights was burnt out and needed bulb replacement, and 2) it was believed that there was an operational issue with the tennis court light timer not turning off properly. The group agreed that we would need to contract to have the light replaced, given the height on the pole, and would check to see if the light timer needed replacement.
- Relative to tennis court lighting, it was suggested that we should investigate the cost of replacing the halogen lights with LED stadium lighting, which would require lower maintenance and potentially lower operating costs. Kristin took the action to ask Talbot Tennis for a quote to replace the lighting as well as repair and resurface the tennis courts.
- Discussion of collecting a small fee (\$20-\$25 per person) from non-BridgeWater tennis clubs, who play on our courts throughout the season. Nichole, as captain of the BridgeWater women's team, offered to collect the monies. Bob offered to generate a "short" payment invoice that could be provided to non-BridgeWater tennis participants.



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Pool Maintenance and Preparation - Nichole

- Ryan Oshlo indicated that during the winterization of the pool that the pool pump had failed. A quote of \$1,300 was obtained from Allen Pools for replacement, to be completed in the spring of 2025, prior to the pool re-opening. Nichole indicated that she would be following up with Allen Pools for this repair.
- A discussion regarding the cost and need of "off-site storage" of pool furniture was discussed by all. All agreed that we should eliminate the off-site storage and stack and cover pool furniture on the pool decking next to the fence. Nichole took an action to: retrieve any remaining furniture that is in storage, to purchase tarps, and cover the pool furniture until the pool is open in May.
- It is expected that the elimination of the off-site storage facility will save ~\$200 per month in HOA operating expenses.

Social Activities for 2025 - Jimmy

- The group suggested a number of potential activities for neighborhood involvement during 2025 including: 1) a pool opening party, 2) a Halloween party, or 3) an adult "International night" with a smorgasbord of foods prepared and contributed by residents.
- Jimmy suggested a "children's tennis tournament" for elementary and middle school children in the subdivision, which everyone agreed would be a good social activity for 2025. Jimmy to provide more details and plans regarding this event in the coming weeks.

Landscaping - Linda

- Linda indicated that the damaged fencing along Brumbelow was scheduled to be repaired on January 18.
- Kristin mentioned that there were two or more trees by the gazebo that appear to be dead and need removal before they fall and damage the fencing which was recently renovated. Linda took the action to get quotes for removal of the dead trees and brush.



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- Bob suggested that we establish a "Beautification Committee" to solicit homeowner involvement and to perform a spring and fall cleanup of the subdivision commons areas (e.g., along Brumbelow, the gazebo, clubhouse, etc.). The event(s) to be advertised in an upcoming newsletter to homeowners. It was also suggested that perhaps subdivision teens could be solicited to assist with cleanups in order to meet community service commitments they may have with their high-schools or church groups.

Clubhouse - Ron

- As part of a clubhouse renovation Linda indicated that a new awning for the clubhouse was going to be installed in early February, at a cost of ~\$2,200.
- Bob indicated that we have two (2) additional LED flood lights fitted with security cameras that are to be installed on the back of the clubhouse to add security to the pool area. Bob mentioned that Mehdi had offered to assist with the installation and setup of the security cameras. This activity will be scheduled in the early spring after the weather warms up.
- A question as to the cleaning schedule for the clubhouse was brought up, and the associated expense. It was suggested that we review the frequency and costs, understanding that cleaning may be more frequent once the pool is opened.
- Bob/Ron took the action to get quotes for replacing the cipher locks for accessing the pool and tennis courts. Both locks are over 15 years old and the mechanism cannot be reprogrammed due to the key access being rusted shut.



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Other New Business & Discussion

- Tennis court scheduling issues were presented and discussed by all members:
 - Ability to schedule more than two (2) weeks in advance
 - Administrative control of the schedule for the entire season
 - Restrictions on scheduling (e.g. not past 9 or 10 pm, not earlier than 8 am)
 - Definition and documentation of the process to reserve a court
 - It was suggested and approved that Kristin be the administrative oversight for tennis court scheduling. Kristin to obtain admin access and permissions to the online tennis court scheduling application.
- Dog dropping in the commons area and along the street (near the end of Merganser)
 - It was suggested that a communication go out to homeowners to ask that anyone walking their pet pick up the waste and not leave it on the grass or sidewalk.
- It was mentioned that some of the street lights in the subdivision are blocked by tree limbs. It was suggested that we contact the City of Johns Creek or the utility company (Sawnee-EMC) to see if they would perform tree trimming to improve the street lighting.

Meeting Close. With no additional discussion topics, the Board meeting came to a close at 8:40 PM.