



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 – February 26, 2025

The second HOA Board meeting for 2025, began at approximately 7:30 PM on January 15, and was conducted at the BridgeWater clubhouse. Five of the seven Board members were in attendance including: Kristin Bender, Nichole Brennan, Linda Henderson, Bob Klein, and Tom Rumph. Ron and Jimmy were absent due to business commitments.

Proposed Meeting Agenda

- Financial - Tom
 - Review January Reports
 - Status of Late Payers for 2025 HOA dues
 - Actions taken on previous four (4) late payers by our law firm WCZ
- Secretary - Bob
 - Letters issued to homeowners
 - Repair of landscaping flood lights
 - Reset of entrance light timer
- Pool - Nichole
 - Update on furniture storage and annual savings
 - Pool opening date
 - Pool pump to be repaired
 - Fulton County inspection scheduled
 - Results of study regarding pool maintenance costs.
 - Due diligence to ensure Allen Pools is to continue to be our provider
- Tennis - Kristin
 - Updates on lighting and resurfacing
 - Updates on status of collecting from outside players (women and men)
 - Timer for lights
 - New equipment



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- Clubhouse - Ron/Bob
 - Installation of security cameras at pool
 - Update on new locks for tennis and pool gates
 - Update on cleaning services and any savings possible
 - Update on 5-Star services requested and cost
- Landscaping - Linda
 - Present landscape company options/quotes and get approval from Board
 - Dead tree removal adjacent to gazebo area
 - Sawnee Electric - trimming around street lights
- Social - Jimmy
 - Discuss Social Committee members
 - First Social event planned
 - Ideas for improving the signage for special events
- General - All
 - We need a website designer to work with all of us.
 - Each area (e.g., clubhouse, pool, tennis courts, landscaping, etc.) will have a separate section.
 - HOA Secretary will have access for updates.
 - Do we know of someone in the neighborhood that can do this, or any suggestions for an outside provider?



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Financial Update - Tom

Tom provided a financial overview to the Board and indicated that he would send out the February financial reports in early March. Tom provided the following financial updates:

- Only one of our two bank CDs was renewed for \$25,000 at 3.5%, the other being cashed out to cover planned tennis court repairs.
- No landscaping expense was incurred during the month of January due to our contracting with a new landscape service provider which begins in February.
- Utilities have been trending higher in 2025 than for the same period last year.
- Currently 13 of the 78 homeowners were behind in their 2025 annual or quarterly payment, not counting the four homeowners who have been delinquent for more than one year.

Secretary Update - Bob

Bob provided an update on communications to homeowners and maintenance items that he had recently completed.

- Bob provided a summary of "warning letters" that were sent to homeowners to point out non-compliance with the Covenants relative to trash bin storage, landscaping issues, and exterior home maintenance.
- Bob indicated that he had replaced four burnt out LED flood lights on the exit side of the BridgeWater entrance. The flood light cost was approximately \$58 purchased on Amazon. Additionally, Bob made adjustments to the entrance light timer to account for the time change due to day light savings time.

Linda mentioned that on her most recent email distribution that we were missing a few email addresses for BridgeWater homeowners. Bob took an action to send letters to the homeowners, asking that they provide their current contact information.

Given the number of homeowners that are behind in paying their 2025 dues, Linda asked that Bob provide Tom with the three "escalatory" form letters, reminding homeowners that they were behind in their payment. Bob took the action to email the three form letters to Tom.



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Pool - Nichole

Nichole provided an update on activities associated with pool maintenance.

- All the pool furniture has been removed from the public storage unit, placed on the pool deck and covered with tarps, and the public storage unit contract cancelled.
- Two locksmiths have provided quotes for replacing the tennis court and pool door locks which can no longer be re-programmed due to mechanical damage. The quotes for material and labor to replace the existing locks ranged from \$2,400 to \$3,400.
- The estimated annual cost for pool maintenance in 2025, from Allen Pool our current pool service provider, is estimated to around \$9,000.
- The target date for opening the pool is May 1, closing for the year on September 30.

Tennis Courts - Kristin

Kristin provided an update on tennis court repairs and improvements for 2025.

- New LED light fixtures were installed at the tennis courts, providing a significant improvement to court lighting and require no "warm up" time. Ongoing electricity costs for the LED lights are expected to be reduced by about 50%. Additionally, the court light timer was replaced with a new 2-hour timer, and the master timer set to turn off all power to the court lighting by 10 pm daily.
- Resurfacing of the court is being scheduled and is expected to take approximately eight (8) days, weather permitting.
- Starting this year BridgeWater will be charging non-subdivision tennis team members a \$20 per person bi-annual court usage fee. This fee will be payable by both the women's and men's teams and collected by Nichole (the woman's teams) and Matt (the men's teams). Nichole to provide Tom with a list of names so that he can set up and support \$20 Zelle payments to our subdivision bank account.

It was recommended that a squeegee be purchased for the tennis courts to remove rain water. Estimated cost is \$100-\$250 depending on the type of squeegee (e.g. broom or sled). The Board approved moving forward with the purchase. Nichole and/or Kristin completing the purchase.

Scheduling limitations associated with our current tennis court reservation software application (Reserve My Court) were discussed. Nichole took the action to investigate and get quotes for a replacement software application. Kristin to assist with the search.



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Clubhouse - Ron/Bob

With Ron being absent, Bob indicated that new LED flood lights with built-in security cameras would be installed on the pool side of the clubhouse when the weather warms up and prior to the pool opening. Nichole indicated that Matt would be available to help with the installation.

A new combination lock for the pool door was being investigated by Nichole as part of the tennis court door repair.

A general discussion regarding clubhouse cleaning fees and frequency of cleaning was discussed by all with the focus on how to reduce cleaning expenses. It was also pointed out that the cleaning in some areas by our current provider has been below par.

It was suggested that we consider sourcing an alternate service provider when our contract ends in May.

It was pointed out that the parking lines at the clubhouse are quite worn and need re-painting. Tom suggested that we hold off on this repair given the decreasing financial reserve and the other expenses we are committed to for 2025.

Landscaping - Linda

Given that our landscape service provider, National Landscape, shut down their business with no warning at the end of 2024, Linda obtained quotes from multiple alternate service providers.

- Gibbs (used by Hartridge), \$22,500 per year
- Teamscapes (used by The Falls), \$23,695 per year
- Mighty Oak, \$35,000 per year
- Ground Guys, no quote received

It was Linda's recommendation that we select Teamscapes, given how well "The Falls" subdivision is maintained. All agreed, and voted to select Teamscapes as our new landscape service provider.

Linda provided an update on trees near the gazebo and around some of the street lights that had been removed. Kristin mentioned that it appeared that some of the trees marked with "orange tags" were still standing by the gazebo. Linda took an action to investigate if some trees were missed by mistake.



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Social Activities - Jimmy

In Jimmy's absence, Linda provided an update regarding social activities planned for 2025.

- A BridgeWater social committee has been formed with the following members: Paula Castro, Ginny Roberts, Teresa Oshlo and Sherry Shed, with Jimmy Lee overseeing the group.
- Planned social activities for 2025 are:
 - April 5, subdivision yard sale
 - May 1, pool opening
 - July 12 and 13, BridgeWater tennis tournament for ages 10 to 18
 - July 19 and 20, BridgeWater tennis tournament for adults
 - September 15, BridgeWater food festival
 - October 31, BridgeWater Halloween party at the clubhouse

Tom requested that for budgeting purposes the social committee provide an estimate of the expense associated with each of the planned events.

Other Business - All

Linda suggested that we improve our website and include sections for the clubhouse and tennis court reservations, landscaping, social activities, etc, in order to keep residents up to date on neighborhood events. She also suggested that the HOA Secretary take over the website given that Mehdi Rashidi is no longer on the Board and be responsible for future informational updates.

Bob agreed to schedule a transfer of information meeting with Mehdi on how to access and update the HOA website. Tom suggested that we contact Trent Phillips, who designed and maintains his company's website, for assistance or advice.

Finally, Linda asked Bob to draft letters to homeowners who are still not storing their trash bins out of sight, as well as homeowners who need to perform basic maintenance on their lawn and/or the exterior home. Linda to provide Bob with a list of the addresses that require a letter.

Meeting Close. With no additional discussion topics, the Board meeting came to a close at 8:45 PM.