



# Bramlett Shoals

**TO: BRAMLETT SHOALS HOMEOWNERS**  
**FROM: HOA BOARD OF DIRECTORS**  
**RE: MINUTES FOR MARCH 13, 2012 HOA MEETING**

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## Overview/Attendance

This document provides an overview of the HOA meeting on March 13, 2012. Action items discussed at the meeting are highlighted in Red below. There were 15 people that attended all our part of the meeting including the following. At the end of the meeting a gas card was awarded to Lamar Smith because the board promised to raffle off a gas card to try and improve attendance.

Todd McCarty	David Rotter	Tommy Edwards	Bobby Chapman
Cindy Abney	Lamar Smith	Amy Smith	Lynn Hamilton
John Hamilton	Shanlie Young	Steve Sullivan	Joan Sullivan
Stephanie Meadows	Lester Brown	Elma Hyder	

## Opening/Financial Overview

- Todd McCarty opened the meeting by introducing himself and asking homeowners to introduce themselves.
- Todd went over the agenda and explained that the purpose of the meeting was to talk about HOA Financial Plans and Goals for 2012.
- Todd reviewed the financial plan for 2012 in detail and explained that a copy of this document was sent out to all homeowners.
- Todd explained all expenses and steps taken to reduce expenses.
- John Hamilton asked what we could do to get more people to participate by doing more marketing.
- Todd explained that there were two letters sent out to homeowners.
  - The first letter targeted homeowners who are participating and included a budget and letter.
  - The second letter targeted homeowners who do not have to participate because they moved into the subdivision prior to November 5, 2005. This letter provided reasons to join the HOA.
- The group discussed why board voted to raise dues in 2012 because the HOA finished in the red in previous years. It would have finished in the red for 2011 if we didn't collect three years back dues on one home in the subdivision.

## Goals for 2012

Todd outlined the goals for the board in 2012 in order of priority:

1. Maintain open communications
2. Invest in landscaping
3. Protect HOA assets
4. Reduce utility and other expenses as much as possible
5. Implement liens and enforce covenants

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### **Maintain Open Communication**

The following steps are being taken to maintain open communication with homeowners.

- 4 meetings to get people talking allow for questions.
- Tommy Edwards asked if the meetings had to be held at Oak Hill Baptist church. Todd explained that the board reserved room at the Church in hopes that weather would permit other meetings to be held at the pool.
- Printed newsletters/Update bulletin board at pool. Instead of developing a separate newsletter in a newsletter format, Todd suggested that we use the meeting minutes as newsletters.
- Maintain website/Facebook.
- Email homeowners when needed from Bramlett.shoals@gmail.com.
- Signs at front of subdivision. The group discussed installing nice signs at the front of each entrance to communicate with traffic while homeowners are exiting the subdivision. The group agreed to ask the owner of the house on the right when exiting on Marta Crane if we could install a sign.

### **Protect HOA Assets**

- Todd explained why we had to have a backflow prevention device installed at the pool based on EPA and county mandates.
- This was an unexpected expense for 2012 and will cause us to adjust our expense plan.
- There currently is no termite contract on the pool house. The board secured quotes, but decided not to invest any money in protecting this asset this year.
- There was a lengthy discussion about how to better secure the pool. The original plan was to purchase key card locks, but it doesn't appear that budget is available for this. Therefore, the group discussed using a traditional key system to prevent a code from being passed around via word of mouth. The goal of installing a new lock is to prevent after hours entry to the pool when damage could be caused. The goal is also to prevent non-members from obtaining the code.
- The board would like to ensure gates on tennis courts and pool shut automatically.
- The board would also like to develop new rules/process for gaining access to pool where homeowners must sign a document outlining rules prior to getting access. Todd and Elma to finalize rules.
- Bobby Chapman installed a chain installed at the entrance to the pool parking lot to prevent access late at night.

### **Invest in Landscaping**

- Todd explained that he sent a letter to the three homeowners at the front of the subdivision to ask if they needed help with landscaping.
- Todd would like to offer financial assistance to homeowners at front of subdivision to help them care for flower beds and mulch because the financial burden should not be on them to care for the entry way.
- The group discussed installing red mulch at front of subdivision and around pool area to maintain a consistent look for common areas.
- A new landscape company was hired at a reduced price \$1,650 vs. \$4,200 the previous year with a reduced scope of work.

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- The board would like to make landscaping a priority so that people in the subdivision can see improvements. We hope this will encourage others to get involved.
- Todd and David Rotter agreed to speak with all the homes at the front of the subdivision to see if we could create flower beds and install red mulch and shrubs.

### **Reduce Utility Expenses**

- The group discussed turning off the water and power bills in winter (we are considered a commercial account for both).
- Turning off the water bill during winter will not save us much money. Turning off the power could save us \$50 per month or more. Todd explained that he called the power company and they were hesitant to allow us to cancel because they buy the power from Oglethorpe Power Company on a wholesale basis and then resell it to the public. Todd reached a supervisor and the supervisor agreed to allow us to cut the power during Winter to save money.
- Switch to Birch Telecom for telephone at pool \$45/month vs. \$75/month previously.
- The group discussed if we needed to pay for water service at the tennis courts. All agreed that we could disconnect service there to save money.

### **Implement Liens/Enforce Covenants**

- Investigating lien process option with and without assistance of an attorney.
- The group discussed that a rule (such as payment of dues) is not a rule unless there is a consequence and that consequence is enforced.
- Main concerns regarding covenants are taking care of mailboxes and landscaping (mow every other week & no weeds hanging in street), keeping trash cans hidden, limit homeowners from parking in lawn.
- Most of the other neighborhoods around us have a property management company to enforce rules and covenants. Since we have less revenue, we don't have the luxury of this.
- Tommy Edwards and Steve Sullivan expressed concerns about speeding in the subdivision. The group had a discussion about getting speed bumps installed.

### **Summary of Action Items**

<b>ACTION</b>	<b>OWNER</b>	<b>STATUS</b>
Todd to provide information on speed bumps to Steve and Tommy.	Todd	Complete
Steve Sullivan and Tommy Edwards to investigate speed bumps and the process to have them installed.	Steve/Tommy	In Progress
Todd and David Rotter to speak with homes at the front of subdivision.	Todd	Complete – Both Livia Crane and Peter Soto agreed to let us install flower beds at the entrance on Marta Crane Drive.
Elma Hyder to investigate owner of Karen Tate's home so that we can pursue dues from bank or other owner	Elma	In Progress
Todd and Elma Hyder to develop new rules and process for access to pool.	Todd/Elma	In Progress