

Minutes

Green Branch Ridge Preservation Association Board Meeting

February 04,2021

Attendees: Lindsey Cravatt, Bill Creel, Scott Gilleland, Ed Barron

Ed Barron called the meeting to order and declared a quorum was present, so this would be an official board meeting. Stephanie Bartenope and Bryan Reece neither would be attending, but would be provided a recording of the meeting. A copy of the Meeting Agenda was distributed.

Copies of the minutes of the January were distributed prior to the meeting for review, Ed asked if there were questions, errors, additions, or deletions hearing none he said the minutes would be approved as submitted.

Next item of business was review of Bid Proposals from Home Owner Association Management Companies. Two companies were given invitation to make a bid, Association Services, and Beal Property Management. Both companies made presentations at our previous Board Meeting. Since the original contact with these two service providers, the Board and Mr. Beard representing the Beard Family Partnership agreed to combine both the old Phases and the New Phases into One HOA. We sent out a new Bid Request representing 97 Dues Paying Lot Owners, provided a list of services requested and asked the providers to present a bid for a multi-year contract, with a price adjustment the second and third years for inflation, number of lots, changes if any in services rendered. We received only one Bid, for Association Services. Copies of that Bid was presented to each Board Member in advance of this meeting. Mr. Barron asked for a motion to accept the Association Services' Bid, that includes twelve (12) patrols, and the services requested. The Bid was for \$3,888.00 for services provided and \$317.50 a set-up fee the first year of the contract. The second year and third years would be subject to a mutually agreed price as to the items specified. Mr. Creel offered the motion to accept, seconded by Mr. Gilleland. There were four votes to accept and none to deny the offer. Motion Passed.

Next item of the Agenda is a proposal to develop and manage a GBRPA Web-Site by Association Services. After discussion, the Chair called for a motion to decline, so made by Mr. Creel and second by Mrs. Gravatt; there were four votes to decline, none to accept the proposal, Motion passed to decline the offer.

Next Agenda Item, Ridgecrest Townhouses HOA Fine Policies. Prior to the Meeting the copies of these Polices were provided to the Board Members for review. The Chair asked for comments since this example would be provided to our attorneys as a guide for developing an amendment to GBPRA Declarations. This change to these Declarations were approved by the GBRPA members in the recent Election. The only comment was a suggestion to not specify specific amount of the fine leave that decision to the Board. The chair asked for a Motion to accept this set of policies as an example to our attorney for an amendment to our Declaration as approved by Lot Owners. Wording is to include a policy for a late fee be developed to address lot owners delinquent in payment of the Annual Maintenance Charge. The Board is asked to approve the hiring of Doyle Firm to make these changes to the Declarations. Chair called for a Motion to approve the above changes to our Declaration incorporating fine and late fee policies as approved by the GBRPA member lot owners, and hire the

Doyle Firm to make these changes. Mrs. Cravatt made the motion which was seconded by Mr. Gilleland. The vote was four in favor and on declines, motion passed

Next item is HOA and Directors and Officers (DnO) Liability Insurance. The Chair proposed the HOA and its board members and officers consider it's need for liability insurance for their protection as future owner of Phase 1-5 of this Subdivision. Presently this liability lies with the Beard Family Partnership. Some question was raised as to the protection offered thorough this type of policy. Given this Association owns no common property that reduces its risk. The Chair will present more information on this subject to our next Board Meeting, and tabled the subject till next meeting.

Next item on the agenda is the Proposed 2021 Budget for GBRPA. Our Bylaws require the Board develop and present its Annual Budget at the first Association meeting of the year. This was delayed to allow time to determine the cost of the HOA Management Contract. A draft of the 2021 Budget was distributed prior to this meeting. The Chair raised the item for discussion. The proposed budget calls for expenditures of \$10,205.00. An estimate of revenue of \$11,900.00 It also includes a Designated Reserve for legal defense and contingencies of \$22,717.00. Chair called for a motion to accept, motion made by Mr. Gilleland, seconded by Mrs. Cravatt. The vote was four in favor and none against. Item passed.

Next item on the agenda Real Estate Transfer Fee \$100.00. The Chair said the recent Election established a fee to assist with the process of transferring ownership of lots between owners. This provides copies of Declaration, Bylaws, and information relative to non-compliance and statue of payment of Annual Maintenance Fees, Fines and Interest owed the Association. The Floor open for discussion. The Chair call for a motion to approve the Real Estate Transfer Fee, so moved by Mr. Creel and second by Mr. Gilleland. The vote was four in favor and none against the motion, motion passed.

Next agenda item was a status report regarding the County accepting ownership of the parts of Green Branch Loop, Olivia Trail, and Julliette Drive. Ms. Banergi, County Engineer, reported the items that needed action have been addressed and waiting on final inspection. Later Mr. Jim Beard reported the Engineering firm he hired to do the final work had completed their work and it now waiting on letter of approval from the County.

The next Board Meeting is scheduled for March 4th, 2021 at 7:00 pm.

This being the last Agenda item and hearing on further business, the Chair adjourned the meeting at 8:30pm.

Enclosures

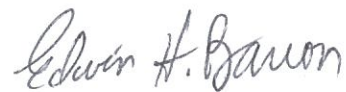
The Beard Family Partnership, Owners of GBRPA

Approves all the items above passed by the GBRPA Board of Directors



Mr. Jim Beard, General Manager

Beard Family Partnership



Edwin H. Barron, President

GBRPA Board of Directors