



**BRIGADOON OWNERS ASSOCIATION  
BOARD OF DIRECTORS**

November 19, 2021

Fellow Brigadoon Owners.

In an effort to address questions and concerns from the community meeting and vote on November 9, 2021, the Board of Directors provides the following information. Our hope is that this will help clear up misconceptions and provide details on the project of repairing our community roads. Although we hope this information assists in clarifying our efforts to date and answers your questions, we encourage your input/questions on items that we may not have covered in the information below. Please address your comments and queries to the Board of Directors at **boa@brigadoonowners.com**.

As introduction, the Brigadoon Owner's Association is non-profit corporation operating in Limestone County. By Law Two specifically states the purposes and objectives of the corporation. In general terms, the corporation exists to do any and all things to promote the welfare of owners in the Brigadoon Community. This includes, but is not limited to , maintaining common areas, dealing with owner issues, and maintaining a safe and harmonious neighborhood.

By Law Five, specifically addresses the roles of the Board of Directors in managing the affairs of the corporation on behalf of all members. The few volunteers who have agreed to Board Membership earnestly try to serve the community as best as possible and ensure our community remains a great place to live.

The Board's most recent effort to execute assigned duties falls within By Law Two (c), "To care for the improvements and maintenance of the private roadways, gateways, easements, parkways, grass plots.....which now exist or may be subsequently constructed....". As such, the Board took on the mission to repair our community roads in a manner consistent with our responsibilities as assigned in the By Laws.

Clarifying Information:

- Road Repair Background.
  - Road maintenance and repair has been a topic of discussion for at least the last 12 years. A topic discussed at multiple Board Meetings and Annual Owner's Meetings, the project was habitually assessed to be too expensive to execute, but most acknowledged that a plan for executing the project needed to be developed. The past two Board of Directors took on the job to push the process forward and evaluate solutions, gather bids, determine viable methods to fund, and provide options to the community as to a viable path forward.
  - Bids/quotes were requested from five different contractors with only two responding with assessments of work required and costs.

- Discussions on the extent of the project were outlined in multiple meeting minutes posted by the Board and discussed with attendees at the Annual Owner's Meeting conducted in February 2021.
- The Board reviewed options after receiving feedback from members of the community during and after the Annual Meeting.
- Options considered included, but were not limited to,
  - delaying repairs pending ability to fund
  - repairing only most damaged areas (mostly St Andrews Dr) and delaying repairs on remaining roads
  - repairing all roads owned by the corporation
  - funding the project by increasing dues, special assessment, or a combination of both. Any of these seemed untenable without taking out a loan on behalf of the corporation
- Research on loans in discussion with the Corporation's bank, resulted in a determination that the corporation could procure a 15-year loan at 5% interest to fund the project (an estimate of interest paid on a \$315K loan over 15 years is approximately \$2490/mo or \$133,380 in interest).
- Evaluation of loan repayment determined that the most effective method was Special Assessment as authorized by By-Law Seven and pay off the loan in as short a time as possible, maximum two years, to avoid paying a large amount of interest. The amount of the Special Assessment allows the Corporation to meet that goal.
- Understanding that a large Special Assessment may result in undue burden on some members, the Board determined that a viable solution was to provide the opportunity to split payments over a two-year timeframe.
- The \$100 late fee cited in the notification letter does not apply to those who have coordinated a split payment
- Legal Review
  - Prior to presenting the project to membership for vote, the Board sought out Legal review of the proposed action.
  - Legal review supported the Special Assessment, as voted on in a special meeting and supported by a majority of attendees/proxy votes, assuming a quorum was met
  - Feedback from our legal team is available to those who wish to review it
- Why the urgency for a vote on the project assessment?
  - As earlier stated, this project has been under consideration for some time
  - Delaying repairs could only result in extending the damage already in existence, resulting in increased repair costs
  - The existing bid for work was originally set to expire in late September, but the corporation Projects Director was able to extend the expiration date after coordinating with the contractor until end of month December 2021.
  - As volunteers, Board Members worked to put things in place to advice members of the project and the need for a special member meeting, but as happens sometimes, life got in the way with personal commitments that precluded expedient action

- Attempting to meet the bid expiration timeline, the Board called for a meeting and vote
- Meeting Coordination
  - The Board prepared letters for all members according to the most up to date address listing as verified by Limestone County Tax Records
  - Letters were mailed to those living outside the community and hand delivered to mailboxes within the neighborhood
  - Address list has been updated as of November 12, 2021 and verified against tax database to capture changes since the original letters were mailed
- What do we get for our money?
  - Roads affected include St Andrews Dr, Brigadoon Dr, Inverness Pl, and Edinburgh View.
  - Road damage will be repaired (removal of existing damaged asphalt, preparation of base for new material IAW established standards, and six inches of new asphalt), cracks in road filled and sealed, and top coat layers to assist in retarding future damage.
  - Expected life span following repairs is estimated to be approximately 15 years. This of course is affected by amount of use, weather, and unforeseen factors.
- Near Term Actions
  - The Board will coordinate with our corporation accountant on mailing of invoices for the Special Assessment
  - The Board will work directly with those individuals who wish to split the payment over the two-year period
  - The Board will publish minutes from the Special Meeting to all members via email and posting on the community website.
  - The Board is open to discuss further questions and address continued concerns with any/all members.
  - The Board requests that further questions/concerns be addressed directly to the Board at **boa@brigadoonowners.com**

The Board hopes this information clarifies issues and answers questions raised at the Special Meeting and in discussions on the open net at **owners@brigadoonowners.com**. Our efforts with respect to this project were taken in earnest, in line with what we perceived as our responsibilities as outlined in the By Laws.

We look forward to your feedback/comments.

As always, we respect all members opinions and appreciate your support as we do our best to handle the positions we have volunteered to serve in on your behalf.

Respectfully,

Brigadoon Owner's Association  
Board of Directors