

FARMINGTON AT FOREST COMPREHENSIVE

ANNUAL MEETING 2024

6:00PM, Thursday November 14, 2024

Mountain View Church 1077 Viewpoint Lane Forest VA 24551

AGENDA

- -Call to Order Establish Quorum (25%)
- -Approval of Minutes 2023 Annual Meeting
- -President Report-Recap of projects done/ongoing Al Grant
- -Treasurer's Report-Richard Sterne
- -Committee Reports

ARC/Covenants - Doug Leech

Landscape and Grounds-Doug Leech

Social-Kim Cheatham

-Old Business

-New Business-matters from the floor

-<u>Election of Directors</u>, 3-9 per the Bylaws, 3-year terms. EACH SUBASSOCIATION IS ENTITLED TO ONE BOARD SEAT-<u>PLEASE VOTE ONLY FOR ONE CANDIDATE</u> REPRESENTING YOUR SUBASSOCIATION, OR SINGLE FAMILY ONLY AS PERTAINS TO YOUR LOT.

NOMINATIONS/VOLUNTEERS WILL ALSO TAKEN FROM THE FLOOR

Current board members willing to continue to serve (appointed by the Declarant):

THE CROSSINGS THE TOWNES

Al Grant Collin Irby

SINGLE FAMILY (2) STONEY RIDGE CONDOS

Doug Leech, Floyd Anderson Jill Rufus

THE RETREAT JEFFERSON BLUFFS

Richard Sterne Kim Cheatham

ROCK CREEK GRAYSTONE RIDGE

Vacant

PROXY BALLOTS MUST BE SUBMITTED PRIOR TO THE MEETING, you may only vote for those candidates within your sub-association, or single family as applies. Write -in nominations will only be accepted if that candidate signs off in agreement.

-Adjournment



FAF DUES UPDATE FOR 2025-REMAIN AT \$52 PER MONTH

October 21, 2024

Dear Farmington at Forest Comprehensive POA Homeowner,

DUES FOR 2025 WILL REMAIN AT \$52 PER MONTH, BEGINNING JANUARY 1, 2025

Please see attached the balance sheet through October 21, 2024, and budget for 2025, including POA Reserve Budgets for both the Clubhouse and Pool, and the POA common areas. A revised Reserve Study will be completed in 2025 for these assets for 2026 per state statute.

Financials and Budgets for homes within the sub associations of Farmington will be sent under separate cover.

We hope you can attend the ANNUAL MEETING November 14 (Thursday) at 6PM at the Mountain View Church 1077 Viewpoint Lane in Forest. If you cannot, PLEASE RETURN YOUR PROXY SO THAT WE CAN MAKE QUORUM!

I cannot say enough about how hard the current Board of Directors members have been working on your behalf; they have developed updated Architectural Standards and enforcement protocols, met with dozens of homeowners to address concerns, have considered MANY cost saving options for contracts including pool, grounds, facilities, insurance, etc. and have hosted some AMAZING events here at the facilities. Many, many hours have been spent looking through documents and plats given by the outgoing developers to develop best management practices for the common areas and facilities moving forward. Community input has been very important, and we thank all the community members who have collaborated as well. We always welcome volunteers to assist on our social, landscape and grounds, pool, finance, and ARC committees!

Your current slate of Directors has generously agreed to serve for another term; however, other nominations will certainly be considered, and a form is attached for that purpose. If this is not an option for you, please also consider VOLUNTEERING in any capacity in which you are interested, and able-you truly are the lifeblood of the community and are integral in maintaining the beauty and livability of this neighborhood. Any time donated relieves the burden of having to fund for these tasks and keeps the HOA fees as low as possible.

Best wishes as you prepare for the holiday season, we hope to see you at the annual meeting!

Holly Snead, PCAM, CMCA, AMS Association Manager.

www.brownstoneproperties.com

FARMINGTON AT FOREST POA

BALLOT FOR ELECTION OF DIRECTORS ANNUAL Meeting Date: November 14 6PM, 2024

Select from only ONE category!

THE CROSSINGS	THE TOWNES
□Al Grant	□Collin Irby
Other	□Other
SINGLE FAMILY (2)	STONEY RIDGE CONDOS
□Doug Leech	□Jill Rufus
□Floyd Anderson	□ Other
Other	
THE RETREAT	JEFFERSON BLUFFS
□Richard Sterne	☐Kim Cheatham
□Other	□Other
ROCK CREEK	GRAYSTONE RIDGE
□Write- in	□Write- in
Name of homeowner	
Lot(s) Owned	· · · · · · · · · · · · · · · · · · ·
E-mail address and contact number:	<u></u>
Signature	

FARMINGTON AT FOREST COMPREHENSIVE POA

INSTRUCTIONS FOR 2024 ANNUAL MEETING PROXIES

- 1. Use the proxy form for the home address owned, prior to the meeting if you cannot attend.
- 2. A proxy must be signed by an owner of record of the home. If signing on behalf of a business entity, please include your title or position.
- 3. The proxy may be revoked only by actual notice to the President of the Association (or other person presiding over the meeting if not the President).
- 4. Print the name of the Lot Owner and Lot address (911 address of the home).
- 5. Print the name of the person you wish to designate as your proxy.
- 6. The proxy must be filed with the association before commencement of the 2024 annual meeting either by USPS mail, e-mail, in person, or delivered to Brownstone Properties 3720 Old Forest Road Lynchburg, VA 24501
- 7. Send a copy of the proxy form to the person you have designated as your proxy.

Note:

- ➤ The proxy must be filed with the Association before the commencement of the 2024 Annual meeting.
- This proxy is revocable by the lot owner or lot owners only upon actual notice to the person presiding over the Annual Meeting.
- Leaving a proxy uninstructed authorizes the proxy-holder to vote as the proxy-holder sees fit on all issues that come before the meeting. If no proxy is named for voting purposes, the proxy form will only be valid for counting towards establishing a quorum.

FARMINGTON AT FOREST POA 2024 ANNUAL MEMBERS MEETING PROXY FORM

(Print Lot owner(s) name(s) above, and address	
Address:	·
under the provisions Section 2.9 of the Bylaws, the proxy toquorum and casting my votes at the 2024 Annual Marequirement for the meeting only and I may cast a voluming the meeting.	for the purpose of establishing a eeting, OR this proxy satisfies the quorum
Check only ONE following proxy assignment op	tions:
☐ Instructed Proxy; The person named in this ballot for candidate(s) for the Board of Directors single family candidates as applies	proxy may cast my votes via the attached ors specific to my sub association, or 2
☐ General Proxy: The person named in this process candidates for the Board of Directors as he o	
☐ Quorum Proxy: I hereby decline to name a path the Board of Directors to record my proxy for	proxy to cast votes on my behalf and instruct the purpose of establishing a quorum only.
(Lot Owner's Signature(s)	(Date)
Address:	Lot number (s)
E mail to: hangad@hrownstonenronerties com (

E-mail to: hsnead@brownstoneproperties.com or mail to: Farmington C/O Brownstone Properties 3720 Old Forest Road Lynchburg, VA 24501



Farmington at Forest

Comprehensive Property Owners Association, Inc. Budget 2025 Final

	Actual 8/31/24	BUDGET 2024	BUDGET 2025
	524.00	524 Lots	524 Lots
	\$52 mo	\$52 mo	\$52 mo
INCOME			
Association Fees	\$210,444	\$326,976	\$326,976
Clubhouse & Pool Rentals	\$1,395	\$5,000	\$2,500
Pool Memberships	\$147,454	\$155,000	\$163,000
TOTAL INCOME	\$359,293	\$486,976	\$492,476
Interest on reserve accnts**	\$6,596		
ADMINISTRATIVE	·		
Postage & Printing & Supplies	\$765	\$500	\$1,000
SCC/ CIC Annual Repots	\$25	\$335	\$155
Professional & Legal Fees & CPA/	\$1,425	\$3,500	\$3,500
Audit/ Review Fees	\$0	\$3,000	\$3,000
Management Fee	\$37,629	\$56,650	\$58,350
Bank Charges	\$0	\$100	\$100
Insurance	\$8,532	\$10,000	\$10,000
Payroll Taxes	\$3,996	\$8,000	\$0
Taxes: Fed & State	\$0	\$500	\$500
Website Maintenance/ Network/	\$835	\$2,100	\$2,100
SUBTOTAL	\$53,207	\$84,685	\$78,705
LAWN AND LANDSCAPE			
Annual Grounds Contract	\$17,103	\$25,000	\$27,500
Additonal Grounds Maintenance	\$19	\$2,500	\$1,000
Snow Removal and Ice Treatment	\$0	\$1,000	\$1,000
TOTAL LAWN AND	\$17,122	\$28,500	\$29,500
OTHER COMMON AREA			
General Repairs & Maintenance	\$338	\$1,500	\$1,500
TOTAL MAINTENANCE & RE	\$338	\$1,500	\$1,500
CLUBHOUSE/ SOCIAL			
Maintenance & Repairs	\$638	\$3,000	\$2,000
Clubhouse Supplies	\$1,186	\$1,000	\$1,500
Social Center Cleaning	\$3,985	\$6,000	\$5,000
Social Activities	\$1,618	\$1,400	\$2,500
Furniture/ Equipment TOTAL CLUBHOUSE/	\$2,489 \$9,916	\$1,500 \$12,900	\$1,000 \$12,000

POOL SERVICE &			
Pool Contract	\$10,064	\$18,500	\$18,500
Pool Maintenance & Repairs	\$4,564	\$3,750	\$4,500
Pool Manager	\$11,689	\$7,500	\$66,120
Pool Attendants	\$42,336	\$47,000	\$0
Pool Misc	\$1,034	\$2,000	\$7,000
Pool Furniture	\$0	\$1,500	\$1,500
TOTAL POOL	\$69,687	\$80,250	\$97,620
UTILITIES			
Electricity	\$8,040	\$12,000	\$12,000
Electricity (CH/Pool)	\$3,215	\$3,500	\$3,500
Propane	\$0	\$150	\$0
Water & Sewer	\$12,286	\$6,500	\$15,000
Telephone/ Cablevision/ Internet	\$2,611	\$3,500	\$3,500
Pest Control/ Exterminating/ Termi	\$0	\$0	\$0
Trash Disposal/ Recycling	\$920	\$1,500	\$1,500
TOTAL UTILITIES	\$27,072	\$27,150	\$35,500

Reserve Contribution (Pool/CH) \$32,000 \$48,000 \$31,300 FOTAL RESERVE \$44,667 \$67,000 \$50,500 Mortgage P&I \$124,428 \$186,642 \$186,642	ESERVE Serve Contribution (POA)	\$12,667	\$19,000	\$19,000
TOTAL RESERVE \$44,667 \$67,000 \$50,500 Mortgage P&I \$124,428 \$186,642 \$186,642		\$32,000	\$48,000	\$31,500
Moligage F&I \$121,120		\$44,667	\$67,000	\$50,500
	rtgage P&I	\$124,428	\$186,642	\$186,642
TOTAL EXPENSES \$346,437 \$488,627 \$491,967	OTAL EXPENSES	\$346,437	\$488,627	\$491,967
CASH FLOW \$12,856 -\$1,651 \$509		\$12,856	-\$1,651	\$509

Farmington at Forest Comprehensive POA Reserve Budget 2025

The current reserve study was professionally prepared in 2019 with an effective date of 1/1/2021

\$2,628	Reserve Under Funded By
\$19,000	2025 Actual Capital Contribution
\$21,628	2025 Recommended Capital Contribution

\$35,627	2024 Reserve Overage Is
\$119,909 \$4,750 <u>\$124,659</u>	2024 Actual Reserve Balance 10.21, 2024 2024 Remaining Contributions 2024 Estimated Ending Balance
\$89,032	2024 Recommended Ending Balance
	2024 PROJECTIONS

\$30,714	2025 Reserve Overage (Estimated)
\$124,659 \$19,000 \$24,687 \$118,972	2024 Estimated Ending Balance 2025 Capital Contribution (add) 2025 Capital Projects (subtract) 2025 Estimated Ending Balance
\$88,258	2025 PROJECTIONS 2025 Recommended Ending Balance

2025 LISTING OF RESERVE F	ESERVE PROJECTS
2025: Asphalt	\$14,915
2025: Asphalt	\$9,772
TOTAL	607 CO7

The Club at Farmington Reserve Budget 2025

The current reserve study was professionally prepared in 2019 with an effective date of 1/1/2021

	2024 PROJECTIONS
-\$26,561	Reserve contribution Funded By
\$28,630	2025 Actual Capital Contribution
\$55,191	2025 Recommended Capital Contribution

<u>\$129,793</u>	2024 Reserve Overage Is
\$180,019 \$12,000 \$192,019	2024 Actual Reserve Balance 10.21 2024 2024 Remaining Contributions 2024 Estimated Ending Balance
\$62,226	2024 Recommended Ending Balance
	2024 PROJECTIONS

	\$3,500 \$110,459	2025: Site Drainage TOTAL
	\$4,470	2025: Pool Trench
	\$8,211	2025: Asphalt Sealing
	\$8,055	2025: Ashphalt Paving Repairs
	\$8,961	2024: Site Concrete
	\$15,377	2024: Pumps
N/A	\$0	2024: Computer Equipment
N/A	\$0	2024: Audio System
as needed	\$0	2023: Umbrellas
DONE	\$0	2023: Painting Interior
2 treadmills replace	\$14,197	2023: Gym Equipment
	\$30,000	2022: Pool Replaster & Tile
1 of 4 replaced	\$14,088	2022: HVAC Split System
	\$3,600	2022: Floor Cover/ Gym
Done	\$0	2022: Access Control Fob Reader
PROJECTS	RESERVE PRO	2025 LISTING OF RES
\$18,984	balance (E	2025 Reserve positive balance (F
\$112,690	O	2025 Estimated Ending Balance
-\$110,459		2025 Capital Projects (subtract)
\$31,130		2025 Capital Contribution (add)
\$192,019	W	2024 Estimated Ending Balance
\$93,706	alance	2025 Recommended Ending Balance
		2025 PROJECTIONS

Statement of Revenues and Expenses 10/1/2024 - 10/28/2024

		Current Period			Year To Date		Annua
	Actual	Budget	Variance	Actual	Budget	Variance	Budge
Operating Income					•		
Income							
4500-000 - Association Fees	26,520.00	27,248.00	(728.00)	264,940.00	272,480.00	(7,540.00)	326,976.00
Total Income	26,520.00	27,248.00	(728.00)	264,940.00	272,480.00	(7,540.00)	326,976.00
Other Income							
5600-010 - NSF Fees	35.00	-	35.00	385.00	-	385.00	<u> </u>
5600-100 - Clubhouse & Pool Rentals	75.00	416.67	(341.67)	1,895.20	4,166.70	(2,271,50)	5,000.00
5600-106 - Pool Membership Income	-	la (, '10#10' statu (, 10110' talio () 1	-	147,304.35	163,000.00	(15,695.65)	163,000.00
5600-700 - Miscellaneous Income				32		.32	
5600-900 - Interest on Bank Accounts	5.634/48.644 / K.L.164-11966/biroksi 		-	8,562.56	500644 Section (* 1947) -	8,562.56	: Bacherkeyer : Mast Loser
Total Other Income	110.00	416.67	(306.67)	158,147.43	167,166.70	(9,019.27)	168,000.00
Total Income	26,630.00	27,664.67	(1,034.67)	423,087.43	439,646.70	(16,559.27)	494,976.00
							-
Operating Expense							
Administrative Expenses 6100-010 - Postage & Printing & Supplies		41.67	41.67	855.19	416.70	(438.49)	500.00
6100-020 - Court Costs		41.07	41.07	31.00	410.70	LUTA JESA ZASA SA	300.00
6100-030 - SCC/ CIC Annual Reports		27.92			270.20	(31.00)	335.00
6100-040 - Professional & Legal Fees &	847.50		27.92	25.00	279.20	254.20	335.00
CPA/Audit CPA/Audit	047.30	541.67	(305.83)	3,148.50	5,416.70	2,268.20	6,500.00
6100-090 - Management Fee	4,720.83	4,720.83		47,070.80	47,208.30	137.50	56,650.00
6100-100 - Bank Charges/ Safe Deposit Box	10.00	8.33	(1.67)	120.00	83.30	(36.70)	100.00
6100-110 - Insurance		833.33	833.33	8,407.00	8,333.30	(73.70)	10,000.00
6100-120 - Taxes- Fed & State	aers.	41.67	41.67		416,70	416.70	500.00
6100-122 - Payroll Taxes	323.78	666.67	342.89	7,016.38	6,666.70	(349.68)	8,000.00
6100-130 - Web-Site Maintenance/ Network/ Computer	1,083.46	175.00	(908.46)	2,169.00	1,750.00	(419.00)	2,100.00
6100-200 - Miscellaneous Administrative Expenses	<u>-</u>	-	-	629.00	A. B. M	(629.00)	
Total Administrative Expenses	6,985.57	7,057.09	71.52	69,471.87	70,570.90	1,099.03	84,685.00
Common Area Maintenance			•				•
6201-010 - Annual Grounds Contract	2,046.58	2,083.33	36.75	21,265.97	20,833.30	(432.67)	25,000.00
6201-020 - Additional Grounds Maintenance		208.33	208.33	18.94	2,083.30	2,064,36	2,500.00
6201-060 - Grounds - Snow/Ice Removal	-	83.33	83.33		833.30	833.30	1,000.00
Total Common Area Maintenance	2,046.58	2,374.99	328.41	21,284.91	23,749.90	2,464.99	28,500.00
Other Common Area Expenses							
6300-010 - Common Area - General Repairs & Maint.	-	125.00	125.00	337.74	1,250.00	912.26	1,500.00
Total Other Common Area Expenses	-	125.00	125.00	337.74	1,250.00	912.26	1,500.00
Clubhouse/Social Center							
6500-010 - Club/Social Center - Maintenance & Repairs		250.00	250.00	1,992.08	2,500.00	507.92	3,000.00

Statement of Revenues and Expenses 10/1/2024 - 10/28/2024

	Current Period				Annual		
	Actual	Budget	Variance	Actual	Budget	Variance	Budge [*]
Operating Expense							
6500-020 - Club/Social Center - Supplies	80.64	83,33	2.69	1,278.62	833.30	(445.32)	1,000.00
6500-040 - Club/Social Center - Social Center Cleaning		500.00	500.00	5,090.00	5,000.00	(90.00)	6,000.00
6500-050 - Club/Social Center - Furniture/ Equipment		125.00	125.00		1,250.00	1,250.00	1,500.00
Total Clubhouse/Social Center	80.64	958.33	877.69	8,360.70	9,583.30	1,222.60	11,500.00
Pool Service and Maintenance							
6600-010 - Pool Contract	1,799.92	1,541.67	(258.25)	18,065.14	15,416.70	(2,648.44)	18,500.00
6600-020 - Pool Maintenance & Repairs		312.50	312.50	1,260.77	3,125.00	1,864.23	3,750.00
6600-045 - Pool Manager	412.50	625.00	212.50	12,983.25	6,250.00	(6,733.25)	7,500.00
6600-050 - Pool Attendants/ Lifeguards	명 (27 년) 유명 (2 - 7 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	3,916.67	3,916.67	44,827.83	39,166.70	(5,661.13)	47,000.0
6600-060 - Pool Miscellaneous	346.01	166.67	(179.34)	1,380.23	1,666.70	286.47	2,000.0
6600-070 - Pool Furniture		125.00	125.00		1,250.00	1,250.00	1,500.0
Total Pool Service and Maintenance	2,558.43	6,687.51	4,129.08	78,517.22	66,875.10	(11,642.12)	80,250.0
Utilities							
6700-110 - Electricity - Street Lights	513.73	1,000.00	486.27	8,543.99	10,000.00	1,456.01	12,000.0
6700-130 - Electricity- Pool & Entrance	429.44	291.67	(137.77)	4,699.71	2,916.70	(1,783.01)	3,500.0
6700-250 - Propane		12.50	12.50	-	125.00	125.00	150.0
	1,994.18	541.67	(1,452.51)	16,407.27	5,416.70	(10,990.57)	6,500.0
6700-300 - Water & Sewer	370.51	291.67	(78.84)	3,586.06	2,916.70	(669.36)	3,500.0
6700-400 - Telephone/ Cablevision/ Internet	SELECTION OF SELECTION		AND DESCRIPTION OF THE	1,300.00	1,250.00	(50.00)	1,500.0
6700-460 - Trash Disposal/ Recycling	190.00	125.00 2,262.51	(1,235.35)	34,537.03	22,625.10	(11,911.93)	27,150.0
Total Utilities	3,497.86	2,202.51	(1,233.33)	34,557.05		(11,2111111)	· · ·
Social Activities				т			
6800-100 - Social Activities		116.67	116.67	1,618.01	1,166.70	(451.31)	1,400.0
Total Social Activities	-	116.67	116.67	1,618.01	1,166.70	(451.31)	1,400.0
Reserve Contributions							
6900-100 - Reserve Contribution	1,583.33	1,583.33	-	15,833.30	15,833.30		19,000.0
6900-121 - Clubhouse/ Pool Reserve Contribution	4,000.00	4,000.00		40,000.00	40,000.00		48,000.0
Total Reserve Contributions	5,583.33	5,583.33		55,833.30	55,833.30	-	67,000.0
Loan Expenses							
7000-121 - Loan - Pool	15,553.49	15,553.50	.01	155,534.90	155,535.00	.10	186,642.0
Total Loan Expenses	15,553.49	15,553.50	.01	155,534.90	155,535.00	.10	186,642.0
Reserve Fund- Common Area Expenditures							
7500-420 - Buildings/Units Expenditures	-	-	-	1,875.00	-	(1,875.00)	
Total Reserve Fund- Common Area Expenditures	-		-	1,875.00	-	(1,875.00)	
Reserve Fund- Clubhouse/Social Center							
Expenditures 7500-661 - HVAC Replacement				6,290.00		(6,290.00)	1

Statement of Revenues and Expenses 10/1/2024 - 10/28/2024

	Current Period			Year To Date			Annua
	Actual	Budget	Variance	Actual	Budget	Variance	Budge
Operating Expense							
Total Reserve Fund- Clubhouse/Social Center Expenditures	-	-	-	6,290.00	-	(6,290.00)	
Reserve Fund- Pool Expenditures		•					
7500-731 - Fitness/ Gym Equipment	-	-	_	6,260.07	-	(6,260.07)	
7500-740 - Reserve Pool / Pool Bath				3,076,38		-, (3,076,38)	
Total Reserve Fund- Pool Expenditures	-	-	-	9,336.45	-	(9,336.45)	****
Total Expense	36,305.90	40,718.93	4,413.03	442,997.13	407,189.30	(35,807.83)	488,627.0
Operating Net Total	(9,675.90)	(13,054.26)	3,378.36	(19,909.70)	32,457.40	(52,367.10)	6,349.0
Net Total	(9,675.90)	(13,054.26)	3,378.36	(19,909.70)	32,457.40	(52,367.10)	6,349.00

Balance Sheet For 10/28/2024

Assets		
Checking - Operating Account	\$67,070.43	
Reserve Account -Money Market	\$84,736.29	
Loan Reserve (FAF)	\$74,467.41	
Clubhouse/ Pool Reserve Fund (FAF)	\$109,551.99	
Operating Contingency Reserve (FAF)	\$36,755.61	
Total Assets		\$372,581.73
Accounts Receivable		
Accounts Receivable	\$2,392.00	
Total Accounts Receivable		\$2,392.00
	Total Assets	\$374,973.73
Liabilities		
Prepaid Association Fees	\$6,110.04	
Corporate/Payroll Liability Taxes	(\$804.96)	
Total Liabilities		\$5,305.08
Capital		
Transfers In/Out Reserve Fund	\$55,833.30	
Retained Earnings	\$333,745.05	
Current Net Income	(\$19,909.70)	
Current Net Income		
Total Capital		\$369,668.65