

SOUTHBRIDGE COMMUNITY ASSOCIATION

ANNUAL MEETING

May 26, 2026 6:30 PM

AGENDA

- I. Verify Proof of Quorum (156 required)
- II. Call to Order
- III. Introduction of Board of Directors and Management Staff
- IV. Approval of 2024 Annual Meeting Minutes (no meeting in 2025)
- V. Election
 - ◆ Introduction of Candidates
 - ◆ Appointment of Election Inspectors, (if needed)
 - ◆ Voting
- VI. Officer Reports (if any)
- VII. Open Forum and General Managers Report
- VIII. Drawings
- IX. Announcement of Election Results
- X. Adjournment

The Board will meet briefly following adjournment to elect its officers and conduct such other business as necessary.

Southbridge Community Association
DRAFT Annual Meeting
May 28, 2024

1 BOARD MEMBERS PRESENT

2	Paul Fucito	President
3	Aron Brown	Vice-President
4	Candy Arthur	Treasurer
5	Traci Simpson	Director
6	Peter Goldsmith	Director
7	Mike Mumford	Director
8	Kathy Thompson	Director
9	Felix Tang	Director
10	Lula Wallace	Director

11
12 BOARD MEMBERS ABSENT

13
14 OTHERS PRESENT

15	Terry McGuire	Property Manager
16	Ron Crigger	General Manager
17	Royce Bell	Assistant Manager
18	Patricia Jackson	Executive Business Administrator

19
20 CALL TO ORDER

21 Mr. Fucito called the meeting to order at 7:01 P.M., noting the presence of a quorum. The Board and
22 management introduced themselves.

23
24 APPROVAL OF MINUTES

25 ***MOTION: The Annual Meeting Minutes from May 23, 2023, were approved via homeowner***
26 ***(Jeanine Willians), seconded by Mr. Tang.***

27
28 PROOF OF NOTICE

29 Mr. Crigger acknowledged that the Notice of Annual Meeting was mailed to all owners of record in
30 accordance with the Bylaws and received on March 26, 2024. There are five (5) Candidates for three
31 (3) open seats. Three positions will be for one year and one position will be for three (3) years.

32
33 PROOF OF QUORUM

34 Quorum was obtained by 214 proxies and 9 in person ballots. 156 required.

35
36 OFFICERS' REPORTS

37 President

38 Nothing at this time.

39
40 Vice President

41 Nothing at this time.

42
43 Treasurer

44 Nothing at this time.

45
46 Secretary

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47 Nothing at this time.

48

49 **OPEN FORUM and GENERAL MANAGER REPORT**

50 All candidates up for election introduced themselves.

51

52 Ms. Wallace read Mr. Carlos Ramirez's bio out loud to the room.

53

54 A homeowner questioned the minutes regarding the VRE parking lot. Mr. Crigger stated it would be
55 part of his updates. Construction has started.

56

57 A homeowner brought up a police officer enforcing the speed limit. He questioned if this would
58 happen more and was concerned about speeding. Mr. Mumford stated that Mr. Crigger is in constant
59 communication and efforts with the PWC police regarding speeding.

60

61 A homeowner brought up a concern about large vehicles parked on the streets and concern with
62 speeding. It is very dangerous for those walking.

63

64 A homeowner mentioned that drag racing was going on a few years ago. He and several other
65 residents called the police, and he said it helped. He encouraged homeowners to call the police.

66

67 A homeowner mentioned a meter box tracking a few months ago. Mr. Crigger stated they were
68 tracking for the parkway.

69

70 A homeowner mentioned that someone attempted to break into his vehicle recently. This has
71 happened to other neighbors as well. Nothing was taken.

72

73 A homeowner asked about pet leash laws and how they are being handled by the office. Mr. Crigger
74 stated that the office is sending them violation letters. Photos are always helpful.

75

76 A homeowner asked if we are tracking the number of homes that are rental properties. Mr. Crigger
77 stated it's difficult to track, and we are not supposed to track them based on Fair Housing Laws.

78

79 Mr. Crigger has gotten the speed humps approved by the county for Myrtlewood Dr. – testing is
80 needed before full approval is given.

81

82 Mr. Crigger stated there will be no parking on River Heritage once all construction is done.

83

84 Mr. Crigger stated that a smaller version of a town center will still be built in Potomac Shores, but it
85 will probably not be completed until 2031.

86

87 Mr. Crigger stated that there are a few homeless living in their cars in the community; the police will
88 not do anything about this as it is not against the law.

89

90 Mr. Crigger mentioned a cookie event coming up in June.

91

92 Mr. Crigger mentioned the office is out doing inspections.

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93 A homeowner asked when the casino road would open. Ms. Bell stated that they had not started the
94 road yet. According to Ms. Bell, there are some gas issues.

95
96 A homeowner asked for the protocol for cutting trees. He sees some as a safety issue. There is one
97 tree on Rocky Mount Lane he has concerns with. Mr. Crigger asked them to report the issues to him.
98 The homeowner also asked about the shopping cart issue and what the HOA is doing about this. Mr.
99 Crigger stated that the office picks them up when complaints are received. The homeowner also had
100 concerns about the trash being emptied consistently. Mr. Crigger encouraged him to call the office
101 and/or take photos. The homeowner stated that the security here is a waste. Mr. Fucito mentioned
102 that security is up for discussion with the Board.

103
104 A homeowner asked if the VRE parking would be free. Ms. Arthur stated we do not have that
105 information.

106
107 **DRAWINGS**
108 Mr. Crigger presented \$100 gift cards. Random homeowners in attendance picked names out of a
109 box. The winners were Lisa Long, Linda Sorres, Michael Wallace, Douglas Moore, Daniel Osana,
110 Felicia Minor, Karla Mastin, Emily Murphy, Jennifer Dorn, and Justin Sanders.

111
112 **ELECTION RESULTS**
113 Paul Fucito, Aron Brown, and Lula Wallace were re-elected to the Board, all for 3-year terms.

114
115 **ADJOURNMENT**
116 ***MOTION: A homeowner moved another homeowner seconded, to adjourn the meeting at 8:16***
117 ***P.M. and move directly into the Organizational Meeting to elect officers. The motion carried***
118 ***unanimously.***

119
120 Prepared by Patricia Jackson

Southbridge Community Association
Organizational Meeting
May 28, 2024
DRAFT

1 BOARD MEMBERS PRESENT

2	Paul Fucito	President
3	Aron Brown	Vice-President
4	Candy Arthur	Treasurer
5	Traci Simpson	Director
6	Peter Goldsmith	Director
7	Mike Mumford	Director
8	Kathy Thompson	Director
9	Felix Tang	Director
10	Lula Wallace	Director

11 BOARD MEMBERS ABSENT

12 OTHERS PRESENT

15	Terry McGuire	Property Manager
16	Ron Crigger	General Manager
17	Royce Bell	Assistant Manager
18	Patricia Jackson	Executive Business Administrator

19 CALL TO ORDER

20 Mr. Fucito called the meeting to order at **8:10 P.M.**, noting the presence of a quorum.

21 OFFICER NOMINATIONS

22 Mr. Tang nominated Mr. Fucito to continue to remain in the office of Board President.

23 *Mr. Fucito won the nomination without objection.*

24 Mr. Mumford nominated Mr. Brown to continue to remain in the office of Vice President.

25 *Mr. Brown accepted the nomination for Vice President.*

26 Ms. Simpson volunteered to remain in the office of Treasurer.

27 *Ms. Simpson accepted the nomination for Secretary.*

28 Ms. Arthur volunteered to remain in the office of Treasurer.

29 *Ms. Arthur accepted the nomination for Treasurer.*

30 *It was unanimously agreed to elect the slate of Officers as nominated above.*

31 ADJOURNMENT

32 **MOTION:** Mr. Fucito moved, Ms. Thompson seconded, to adjourn the meeting at **8:33P.M.** The motion carried unanimously.

33 Prepared by Patricia Jackson

Southbridge Community Association

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May 27, 2025

1 BOARD MEMBERS PRESENT

2 Paul Fucito President
3 Aron Brown Vice-President
4 Candy Arthur Treasurer
5 Traci Simpson Secretary
6 Peter Goldsmith Director
7 Mike Mumford Director
8 Kathy Thompson Director

9 BOARD MEMBERS ABSENT

10 Lula Wallace Director
11 Felix Tang Director

12 OTHERS PRESENT

13
14 Terry McGuire Property Manager
15 Ron Crigger General Manager
16 Lucia Mitchell Assistant Manager
17 Patricia Jackson Executive Business Administrator
18

19 CALL TO ORDER

20
21 Mr. Fucito called the meeting to order at 7:02 P.M. The Board and management introduced
22 themselves. Since a quorum was not met, notes were recorded; however, this cannot be considered
23 an official meeting.

24 APPROVAL OF MINUTES (2024 Minutes Moved to 2026 Annual Meeting)

25 PROOF OF NOTICE

26 PROOF OF QUORUM

27 Quorum was not obtained. 156 required.

28 OFFICERS' REPORTS

29
30 (This was considered a regular meeting of the Board in order to preserve homeowner
31 questions and comments)

32 OPEN FORUM and GENERAL MANAGER REPORT

33
34 The meeting could not be called to order or proceed with the election due to the absence of a
35 quorum. As per the governing documents, a quorum requires a minimum of 10% of homeowners to
36 be present either in person or by proxy —156 out of 1,560 homes. Proxies were 20 short of meeting
37 this requirement.

38 Since a quorum was not established, the meeting could not be officially held. As a result, no
39 elections could take place, and the current board members will remain in their positions, should they
40 choose to continue serving.
41
42
43

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44 This is the first time known in Southbridge history that quorum has not been met for a meeting. All
45 homeowners are encouraged to participate in future meetings and submit their proxies to ensure the
46 necessary association business can be conducted.

47
48 **Proxy Forms:** A homeowner inquired if renters could submit proxies. Only homeowners are
49 permitted to submit proxy forms.

50
51 **Low Attendance:** A homeowner questioned the declining participation in meetings and voting. It
52 was noted that attendance dropped post-COVID, possibly because people have become accustomed
53 to virtual engagement.

54
55 **Suggestions to Improve Quorum:**

56 **Online Voting:** Mentioned as a potential solution, although the last use of “Vote HOA Now”
57 electronic voting was pricey - \$6,800.

58 **Door-to-Door Canvassing:** Suggested by several homeowners.

59 **Coupon Book Voting:** A homeowner recalled proxy forms being included in coupon books years
60 ago. Mr. Crigger clarified that coupon books are disseminated in January, which is too early to
61 include candidate information.

62 **Spring Festival Table:** A homeowner inquired if votes could be collected at Spring Fest. Mr.
63 Crigger stated there was a table promoting voting, but it yielded only one proxy.

64 **Email Communication:** One homeowner noted receiving several emails but wasn't sure if the proxy
65 form was attached. Mr. Crigger stated he will attach the form going forward.

66 **Incentivized Participation:** A contest idea was raised by a homeowner—whoever collects the most
67 proxies could win a prize. However, Mr. Crigger clarified that bylaws limit one individual to collect
68 no more than 5 proxies.

69 **Feedback Encouraged:** Mr. Fucito encouraged residents to send any additional ideas to Mr. Crigger
70 and Ms. Mitchell.

71
72 **Construction Updates:**

73 Mr. Crigger met with the county last week. The sequence of work is to finish the loop then begin
74 work on the back area and the bridge. Full project completion is projected at 2 years. Mr. Crigger
75 will provide regular updates as he receives them and will coordinate a future resident meeting with
76 county officials and Supervisor Andrea Bailey. No parking will be permitted on River Ridge once
77 this project is completed. The new highway will pass behind Myrtlewood Drive and connect through
78 River Heritage.

79
80 **Speed Humps on Myrtlewood Drive:**
81 A homeowner inquired about speed control. Mr. Crigger confirmed that Prince William County has
82 approved speed humps for Myrtlewood Drive. VDOT approval is pending; awaiting an installation
83 date.

84
85 **DRAWINGS**
86 Mr. Crigger presented \$100 gift cards – ten total gift cards. Random homeowners in attendance
87 picked names out of a box.

88
89 **ADJOURNMENT**

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90 ***MOTION: A homeowner moved another homeowner seconded, to adjourn the meeting at 7:43***
91 ***P.M. and move directly into the Organizational Meeting to elect officers. The motion carried***
92 ***unanimously.***

93

94 Prepared by Patricia Jackson

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5 Traci Simpson	Secretary
6 Peter Goldsmith	Director
7 Mike Mumford	Director
8 Kathy Thompson	Director

9
10 BOARD MEMBERS ABSENT

11 Felix Tang	Director
12 Lula Wallace	Director

13
14 OTHERS PRESENT

15 Terry McGuire	Property Manager
16 Ron Crigger	General Manager
17 Lucia Mitchell	Assistant Manager
18 Patricia Jackson	Executive Business Administrator

19
20 CALL TO ORDER

21 Mr. Fucito called the meeting to order at 7:43 P.M., noting the presence of a quorum.

22
23 OFFICER NOMINATIONS

24 Mr. Brown nominated Mr. Fucito to continue to remain in the office of Board President.

25 *Mr. Fucito won the nomination without objection.*

26 Mr. Fucito nominated Mr. Brown to continue to remain in the office of Vice President.

27 *Mr. Brown accepted the nomination for Vice President.*

28 Mr. Mumford nominated Ms. Simpson to continue to remain in the office of Secretary.

29 *Ms. Simpson accepted the nomination for Secretary.*

30 Mr. Goldsmith nominated Ms. Arthur to remain in the office of Treasurer.

31 *Ms. Arthur accepted the nomination for Treasurer.*

32
33 ***It was unanimously agreed to elect the slate of Officers as nominated above.***

34
35 Mr. Crigger reported that on opening day of the pool (Saturday), there was an incident involving a
36 group of children attempting to bring in a guest. Children cannot bring in guests. As a result, the
37 children were banned from the pool. The guests behavior became hostile once entrance was denied.

38
39 ***MOTION: Mr. Goldsmith moved, Ms. Wallace seconded to ban the three children for the***
40 ***remainder of the pool year season. The motion did not carry unanimously and therefore was not***
41 ***adopted.***

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43 ***MOTION: Mr. Brown moved, Ms. Wallace seconded to ban the repeat offender all summer, and***
44 ***the other two children involved for 30 days. The motion carried unanimously.***

45

46 **ADJOURNMENT**

47 ***MOTION: Mr. Fucito moved, Ms. Thompson seconded, to adjourn the meeting at 7:59P.M. The***
48 ***motion carried unanimously.***

49

50 Prepared by Patricia Jackson