

**Williamsburg Plantation
Annual Meeting Minutes
November 3, 2018, 2:00 p.m.
Williamsburg Pavilion**

Saturday, November 3, 2018

Williamsburg Plantation Pavilion

Quorum: 32 Proxies collected, and 43 members attended (one per household) Total: 75 members: Quorum was met.

Meeting was called to order at 2:20 p.m.

State of the HOA- President's Report:

In March 2018 the HOA had over \$264,000.00 in the bank without any long-term concrete plans for the funds. The board worked diligently to resolve many long-term problems with pond maintenance, fence repairs, lawn contract, park replacement and landscaping needs. The fence repairs have been ongoing since summer and we hope to have all storm damaged repaired in time for Christmas. There is an estimated 30 plus tree stumps that will need to be removed and contract negotiations have been happening with local businesses to ensure we get the work we need for the price we want.

When this board took over in November of last year there were a lot of concerns about the condition of the playground equipment. It was only logical to have a certified inspector come out and give us a full report with recommendations. The board after receiving that report, sent it to the playground company that had manufactured the equipment and deemed that many of the pieces were no longer available and been phased out. This left us with limited options and the only sound solution was a complete park replacement. We as a board learned a lot in this process and didn't make any determination until only after being armed with the information needed to make an informed decision. The park project, which was a 5-month long process, costing the association \$51,151.29. As you can see it was money well spent as it sustained no damage during our most recent storms and passed inspections after installation. The products used are all recycled plastics, coming with a life time warranty on all posts and decking.

In the Spring the board had an aggressive plan to recoup the overdue assessments that were due to the association by accounts that were delinquent. There was a total of 95 homes making up 15.04% that owed assessments totaling \$68,261.73 and only 5 homes with current liens. By summers end we had reduced the total number of homes still owing assessments to 75, down 25% from last year which makes up 11.56% total population thus collecting over \$11,000.00. In the process we also added 28 additional liens on properties to enforce the paying of assessments and we have several properties

on a payment plan. We are currently on track to set a new record for the association in collections for a year totaling over \$198,000.00 beating the next closest year by over \$32,000.00

Throughout the summer additional projects were researched and funded to include all 7 retention ponds having maintenance performed on them to bring them back up to code. This would ensure their continued successful operation of protecting our homes from storm water runoff, this project cost the association \$26,880.00. A beautification committee was formed with the task of planning and planting trees down Western Blvd. This project was led by Collette Boyd and all labor along with over \$1400.00 was donated. 60 trees were planted along with mulch around each tree, costing the association \$2050.34. Lastly the fall festival was planned by Jill Rose and executed on the 27th of October making it the last planned project to be completed prior to the annual meeting, coming in under the \$4000.00 budget by well over a \$1000.00.

By Spring of 2019 there will hopefully be a score of projects underway like plant and vegetation replacement at each park entrance sign, possible dog park upgrade and replacement, a little free library still to be installed and the neighborhood sign here at the park to be replaced. I look forward to another year serving this community and the challenges it brings.

Sincerely,

Johnathan Bridges

President Williamsburg Plantation HOA

Questions and Answers: At this time, the President opened the floor up for questions, answers and comments.

- Owner asked if they could get a copy of the President's Report: President stated that he would make sure that it is posted on the website with the annual meeting minutes.
- Trees on Western side: President stated that 40 trees were planted on the Western Blvd. side and these trees were planted due to donations from 10 owners in Williamsburg Plantation and 1 business within the local area.
- Stormwater Pond Contractor and Maintenance: President stated that Ashley Melton from Stormwater Solutions still has the contract and is required to perform inspections if there is rainfall. He has had the contract for about three years.
- Landscaping at Entrances: Owner inquired about the beautification of the entrance ways and wanted to know if the additional entrances at Williamsburg Plantation can have the same type of entrance way as Richmond Park. The President stated the current contractor will be submitting a proposal this month to remove dead bushes and add more shrubs and flowers to all entrance ways and they will all look the same.
- City of Jacksonville, Paving: Owner stated Richmond Park was paved and the President responded that we were never notified, and it was a surprise.
- Fence Repairs: President stated that forecast to have all hurricane damaged, common area fencing completed by Christmas. The Board is waiting for a quote for the stone columns on November 5, 2018. President ensured these fences will be better built and

the company is using screws instead of nails, so the fences will have more longevity. After the hurricane repairs, the fence contractor will start replacing all other common area fencing.

- No Solicitation Signs: Owner asked what happened to the no solicitation signs and asked if the Board can have them installed up front of the neighborhood because it would cover the entire neighborhood instead of portions. The President stated due to the HOA not owning the front part of Williamsburg Parkway, (starting at the fence) going back. If it can be budgeted, the President stated that he would like to have no solicitation signs at every entrance in Williamsburg Plantation.
- Grass at Entrance Way, Williamsburg Plantation & Western Side: Grass is being maintained by the HOA at the entrance at Williamsburg Parkway. The President stated that he will continue to maintain the entrance way because he wants to ensure owners property values stay increased. The cost to maintain the Williamsburg Parkway side is about an additional \$60.00 a month. It was asked if we maintain the Williamsburg Parkway, why isn't the St. James side maintained. The President responded that the DOT maintains that side and at one time the HOA paid for the lawn care and it cost the association \$400.00. There is a big difference between maintaining that side and the Williamsburg Parkway side, financially.

Budget

- Management Fees: It was asked why the management fees are so high and the President stated that the management company has been paid the same amount for the past three years, \$1527.50 monthly and will not be negotiated. It was asked what does the Management Company do? The President stated they handle ACR's, annual assessments (sending them out and collecting them) and more.
- Postage and Mailings: It was asked why they were high, and the President stated the annual meeting mail outs as well as the annual membership dues are required to be mailed through the post office.
- Legal Fees: The monies spent this year on legal fees were due to the number of liens that were filed. The Board was given a flat rate fee of \$300.00 per lien that was filed. The President stated this was a great price.
- Budget and Expenses are broken down monthly.
- Capital Improvements: What is it being used for? How much money is left in Capital Improvements and what is the plan and where is the money going? Charity stated there was \$91,211.24 in the HOA Operating Account and \$80,725.06 is in the HOA Reserve Account.

The President stated that the capital improvement funds are being used in the upkeep and improvement of the community property. Any funds left over at end of each calendar year not spent on operating costs is then moved into the capital improvement funds.

- The projected plan for next year is to continue to fix what the association has. There might be a possibility in having a dog park, but at this time they are very expensive.
- Financial Reporting: It was asked if the management company could send out monthly reporting of the finances and Charity stated that she could provide a Profit and Loss statement as well as a balance sheet to any owner if they request it from her. The President stated it would be too expensive to send monthly reports out and just request it from Charity and she will send it to owners via email.
- Insurance Claim on Hurricane Damage: It was asked how much the policy was going to cover towards the repairs of the fences and the President stated \$25,000.00. The claim has been filed and the damage done to the fences exceeded the amount stated above. We are now waiting on the check to be issued.
- Covenants: Owner asked if the covenants were on the website and the President responded they were.
- Budget Approval: Jonathan Abenti made a motion to approve the budget for 2019 and passed by majority of the membership attending the meeting.
- Elections:
Nominations from the floor: (three available spots)

Maureen Ruiz

Jason Tooman (nominated by Stephanie Cabaniss)

Anglenora Chestnut

All three nominations will serve on the Board for 2019. A meeting will be set after the annual meeting to determine positions of the Board of Directors.

- Flooding Concern: Owner stated the Lansing pond flooded their backyard and the fences were under water.
- Pressure Washing & Maintaining Grass: If it is in the restrictive covenants then it can be enforced. If not, then Code Enforcement for the City of Jacksonville can be contacted, and they will cite the owner.
- Facebook Page: Owner asked if information is posted on the Facebook Page and the moderator stated that he posts information on the page regularly and gave the name of the Facebook page. (Williamsburg Plantation HOC)
- Meeting Adjourned at: 4:31pm

***** Revised Minutes for Legal Fees:

The attorney fees to file the 2018 liens is 428.57 per lien and once liens are filed, it is the owners responsibility per the NC General Statute to pay all attorney fees that have incurred.