

**Williamsburg Plantation Homeowners Association
Jacksonville Commons Senior Center, Chote Room**

April 24, 2010 at 9:00 a.m.

Call Meeting to Order - 9:00 am

Introduction of Board members

Vice President: Kathleen Buhr

Treasure: Jason Tooman

Secretary/ Council Member: Jewel Bregel

Stacy Barnes: Council Member

DeVata Davis: Council Member

Ray Evans: Council Member

Sherri Mayes Management Co. CENTURY 21 ADVANTAGE GOLD REALTY

Approval of Minutes

Reports of Officers and Standing Committees

- **Treasurer's Report** - See attached Treasurer's report.

The budget that was presented at the beginning of the year was drafted with out knowing the full extent of the past bills due to the incomplete records from the past board. Therefore Sheri Mayes and Jason Tooman have looked over the budget and added line items of things we need. Old budget had ground managing fees. They are going up we pay 2.50 per home. Painting pavilion, electrical work, grounds maintenance budget money made up the difference in the budget except for \$88.00.

The HOA pays property taxes for a small amount property here in the subdivision. For that tax money, computer repairs, telephone, and attorneys fees- we need to amend the budget. Attorneys cost a lot- we didn't have long term data for the budget so now we will have to amend our budget. We need legal representation for the ponds.

Ray Evans made the motion to the boards to amend the budget- Jason second the motion. All board members were in favor. Meeting will be 15 minutes before the next board of director meeting on Saturday July 24, 2010. Budget will be mailed out and along with a proxy for those who can't attend July 24, 2010. Motion to have a special meeting prior the board of directors meeting to amend budget by Ray Evans second by Jason Tooman.

Unfinished Business

- **Board Attorney** - Board of Directors met with Adam M Beaudoin, Attorney at Law, Ward and Smith, P.A. as a possible HOA attorney. He was given the names of the builders to check to see if there was any conflict of interest. He was also sent the covenants to check if there was any mention of pond requirements on the part of the HOA. He advised the board that the ponds are not the HOA's responsibility. Koenig's name is on the permits and he is totally responsible for all pond compliance.

We also contacted Trip Coyne as a possible HOA attorney and the recommended that we not hire them due to their HOA office being located in Virginia and it wouldn't be cost effective. Trip Coyne said that they would be glad to work with Adam Beaudoin to give him all past records of their work. Jewel Bregel made the motion that we go forward with the motion of giving Ward and Smith a retainer deposit. Ray Evans seconds the motion.

➤ **Website** - DeVata Davis is the contact for the website. –Web Design City has been contracted to take care of the HOA website. - Current information on the site will be posted once a month at the beginning of the month. All other postings will be an additional fee. The site will feature streaming pictures of past HOA events, community ads, yard sale ads, soccer field events, meeting minutes, newsletters, and information for board of directors. Homeowners are requested to submit pictures from past events. Homeowners can click on the bullet of HOA and see who to contact for issues. Forms will be on site for pavilion reservations, and suggestions form. Home owners can fill it out on line and send the form directly on the site to the Management Co. No postal forms are needed. Committee members are need for community activities, and a grant writing committee.

➤ **Temporary Fire Station #5** - Temporary fire station- Run by Chief McIntyre is located on Westmont Road. It will be up and running April 26- They have promised that no sirens will be used until the truck is on Gumbranch Road. . 2 volunteer fire fighters will be staying there each day. A- mini-pumper truck is available to respond to a fire in an emergency. We consider this a plus for our community. The city of Jacksonville has said they will palace a permanent fire station near CVS or on our side of Western in the future. Anybody interested in going to city to meetings would be appreciated. . The fire station should be up and running on Monday April 26th.

➤ **Soccer Field Improvements** received estimates. – HOA Board should have 4 by this week. Walking track 8 feet wide, fitness stations in bump outs, signs- indicators for mile markers, new picnic tables, BQ stand, and trash cans. Parking lot is a repair- walking track is in stages. Estimates range \$2,500.00 - \$30,000. 00 for project. Landscaping Contract ?- Need to determine what Jackson Landscaping is responsible for. (specifically there is a problem in Hyde Park and Emerson Park areas)

➤ **Parking Lot Improvements:** We have a special meeting to amend budget and present it to the homeowners. Our HOA has not allocated the money for crushed and rolled gravel set up to be put down by PCR Peele., ABC Stone. In the future we may want to pull back the parking lot so this is not permanent it is a longer term solution. Need a motion to table it to use a reserve study to amend the budget. The Capital Improvement Fund did not have allocated money for this project so we will have to amend the budget at a later meeting. Reserve study will be conducted with the board.

New Business

➤ **City Annexation of Soccer Field** The city of Jacksonville made a mistake by not annexing the soccer field into the city back in 1999. The HOA attorney has taken take care this process for the HOA. The city will wave the \$500.00 annexation fee. The HOA board motioned to accept the annexation. Jason Tooman made the motion. Kathy Buhr seconds the motion. All were in favor. Survey of the Soccer Field - Do we need to survey the boundaries of the soccer field or is it already on record at city hall?

Homeowners request board to look into why there are no trees on Western in the new section of the subdivision.

Foxberry Place vs Foxberry Lane - need to find out what the original documents state. The sign says Foxberry Place, but Post Office and GPS registers Foxberry Lane.

Announcements

- "Ask the Experts" Monday, April 26, 2010 at the Onslow County Public Library Meeting Room, 58 Doris Ave, Jacksonville at 6:00 p.m. Registration, networking and refreshments available 5:30 - 6:00 p.m.
- Next Board of Director Meeting Dates: Saturday, July 24, 2010 and Saturday, October 23, 2010 at the Jacksonville Commons Senior Center. Meeting to start at 9:00 a.m.
- Annual Meeting with be held on Saturday, November 6, 2010. Location and time to be determined.

Adjourn Meeting 10:39