

**WILLIAMSBURG IN THE WOODS**  
**Annual HOA Meeting**  
**Meeting Minutes**  
**May 9, 2022**

The annual HOA Meeting took place at Plainfield Christian Church. The meeting was called to order at 7:00 PM by Kyle Thompson. Of note is that the previous meeting had been held in September of 2021 out of normal cycle due to the pandemic preventing the regular meeting date in May.

The meeting started off with introductions from the homeowners. Craig Johnson read the minutes from the 2021 annual meeting. A motion was made and the meeting minutes were accepted.

**TREASURERS REPORT**

Calendar year end 5/1/2021 through 4/30/2022:  
Income: \$ 28,879.59  
Reoccurring Expenses: \$ 12,561.18  
Excess Savings: \$ 14,569.84

Front Entrance Capital Project: \$ 43,108.71

The annual audit was completed by Craig Johnson & Kyle Thompson.

Current Balances: 5/9/2022  
Checking: \$ 4,797.15  
Savings: \$ 40,396.05  
Total: \$ 45,193.20

- Dues not paid: Lots (2) – One property has an outstanding lien on file.
- Late notices have been sent out

**ARCHITECTUAL COMMITTEE**

The 2021/2022 committee included: Christopher Meyer, Craig Johnson and Terry Aders. The committee aims to review & approve/deny all applications in a timely manner; within one week or less. Forms and information are on the website or available from any board member. The HOA board received 3 requests between August 2021 and April 2022.

Those were for:

- Cummings Pool & Fence
- DeLong Patio Roof
- Schaffner Fence

**NEIGHBORHOOD ENHANCEMENTS**

- Landscape maintenance by Smithscapes landscaping

- Provide a balance of color in all seasons
- Frame and allow entrances to be focal point
- Installed low maintenance and hardy plantings
- Mulch installed today (waited on flowering trees and maple helicopters to fall)
- Lawn mowing and weed treatment contract remains with Ground Services
  - Includes 5 lawn treatments
- Covenant modernization and consolidation
  - Presentation made by Christopher Meyer
  - Purpose for the revision is:
    - Unify and modernize existing document
      - Base on the North section's document
      - All documents were similar, but minor updates were made throughout the development period
  - Major changes are
    - Rental Restrictions
      - A two-year waiting period must pass before a home may be rented, but certain hardship exemptions may be granted
      - No short-term rentals, must be at least 6 months long
      - The entire home must be leased
      - No owner may rent more than one property within the neighborhood
    - Structures
      - Solar panels may be permitted with approval from the ACC
      - Driveways must be concrete (existing blacktop drives are grandfathered)
      - Tennis, paddle ball, and basketball courts may be permitted
      - No portable basketball goals
    - Vehicles
      - Properly licensed and plated motorcycles and mopeds may be operated within the neighborhood
      - Large commercial vehicles may not be parked on any homesite
    - In-home businesses
      - Allow for businesses that, in general, are not noticeable by a passerby
      - Explicitly prohibits
        - Child day care
        - Barbershops
        - Animal hospital or grooming
        - Vehicle and small engine repair
    - Landscaping and Homesite Maintenance
      - After sufficient notice has been given, the Association may mow unmaintained lawns at the owner's expense
    - No livestock or poultry may be bred or raised on any homesite
    - Only water tanks are allowed on a homesite
      - Must be hidden from street view
      - Oil, gas, and other storage tanks are prohibited
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- The Association is entitled to recovering cost associated with the enforcement of the covenants
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- Future changes will require 75% approval of all homeowners
- Way forward and timeline
  - A finalized document is expected to be distributed by early June
  - 75% of homeowners in each section must approve of changes
  - Volunteers are needed to collect signatures of homeowners on each street
- Drainage Evaluation Report
  - Banning Engineering performed an initial assessment last Fall after the annual meeting
  - They confirmed the issues are flat land and drainage swales being flooded by sump pumps, roof drains and general poor design of the existing swales
  - There were three steps that could be taken to continue looking at the problem
    - Have a full survey of the neighborhood conducted \$ 4-6,000
    - After the survey have an engineering and design plan developed \$ 6-8,000
    - Construction estimate based on that plan would certainly exceed \$100,000
  - There was a motion from the floor to conduct the survey and the engineering and design work
    - The information will be shared with the neighbors
    - Possibly some issues could be fixed by the homeowners themselves
    - The HOA will revisit the issue next year
    - The motion carried and Banning engineering will be retained to perform the two steps requested

### **POSSIBLE FUTURE PROJECTS**

- Drainage issues throughout neighborhood
- Mailbox & street post painting
- Looking at options to have all mailbox and street posts painted
- Revised neighborhood directory
- The annual garage sale will be held on June 11<sup>th</sup>. The board will advertise and also get a large street sign rented.

### **NEIGHBORHOOD ISSUES/CONCERNS/QUESTIONS**

- Concerns expressed about cracking of the road surface on Blacksmith court as a result of street department work. The board will investigate.
- Maintain yards and landscaping
- REITS and future rental properties (will be addressed in the covenant revisions)
- Trailers and RV's
- Solicitors
  - Plainfield solicitor permit is required
- Pet Pickup

- Street Light Outages and Repairs
  - Outages can be reported to Duke Energy by any neighbor
  - Must provide the 3 or 4 digit number from each pole to Duke (see plate about eye level)
  - Call 1-800-343-3525
  - Or report on the Duke Website – [www.duke-energy.com](http://www.duke-energy.com)

### **ELECTION OF BOARD MEMBERS**

- The neighbors approved the re-election of standing officers and election of Scott Gronotte to fill a vacancy on the board
  - Terry Aders
  - Craig Johnson
  - Christopher Meyer
  - Scott Gronotte

**Meeting Adjourned at 8:40 PM**

**Minutes submitted by: Craig Johnson**