



<b>When:</b>	<i>Saturday, November 18, 2023, 11:00 AM EST</i>
<b>Where:</b>	<i>Wells Landing Neighborhood Pool</i>
<b>Meeting:</b>	<i>2022 Wells Landing Annual HOA</i>
<b><u>HOA Board Members:</u></b>  <i>Jeffrey Berk</i>  <i>Don Johnson</i>  <i>Ray Butts</i>	<b><u>Agenda:</u></b> <ul style="list-style-type: none"> <li>• Certification of Quorum</li> <li>• Invocation and Pledge of Allegiance led by - Ray Butts and Jeff Berk</li> <li>• Call to Order – Jeff</li> <li>• Consent Agenda (no discussion required)</li> <li>• Approval of Annual HOA Meeting Minutes of November 19, 2022 – Jeff</li> <li>• Approval of HOA Board Meeting Minutes of Oct 10, 2023</li> <li>• Reports from Board members <ul style="list-style-type: none"> <li>○ Treasurer’s Report (budget) – Jeff</li> <li>○ Legal – Don</li> <li>○ Business letter mailing (C &amp; R, R &amp; R compliance issues)- Don</li> </ul> </li> <li>• Repairs / Accomplishments in 2023 – Jeff Berk</li> <li>• New Business – Jeff / Don <ul style="list-style-type: none"> <li>○ Annual fee</li> <li>○ Pool deck repair / resurfacing</li> <li>○ Painting cycle</li> <li>○ Holiday Decorations</li> </ul> </li> <li>• Attendees’ comments/questions pertaining to Agenda &amp; Non-Agenda items</li> </ul> <p>NOTE: TIME LIMIT – 3 Minutes / per Speaker</p>

	<ul style="list-style-type: none"> <li>• Board Nominations from the Floor</li> <li>• Adjournment</li> </ul>
Notes:	<p><b>Certification of Quorum:</b>  Present <u>29</u> Proxies <u>18</u> Total # <u>47</u></p> <p><b>Call to Order:</b> 11:11 AM EST</p> <p>Consent to the Agenda given.</p> <p>Approval of Annual HOA Meeting Minutes of November 19, 2022, given.</p> <p>Approval of Board Meeting Minutes of Oct 10, 2023</p> <p>Reports from Board members:</p> <ul style="list-style-type: none"> <li>• Treasurer's Report (budget) <ul style="list-style-type: none"> <li>○ Overages with some budget items were offset by other items coming in under budget.</li> </ul> </li> <li>• Legal: <ul style="list-style-type: none"> <li>○ 7 yrs. ago, the HOA board did not have an attorney. Tom Santoro was hired to assist with HOA issues. Due to his retirement, we contacted all attorneys he suggested but none met our requirements.</li> <li>○ The attorney we did find is a HOA specialist. After much background searching and paperwork, we were accepted as clients by Ansbacher Law.  NOTE: There are very few HOA attorneys.</li> </ul> </li> <li>• Business letter mailing (C &amp; R, R &amp; R compliance issues): <ul style="list-style-type: none"> <li>○ Previously, the board sent all letters for non-compliance with precarious steps to review and complete any matters.</li> <li>○ The attorney's office will now send out communications for violations.  NOTE: Homeowners may be liable for the attorney fees incurred.</li> <li>○ HOA board members will check for violations but will not micromanage.</li> </ul> </li> </ul> <p>Repairs / Accomplishments in 2023:</p> <ul style="list-style-type: none"> <li>• Irrigation repairs / upgrades:</li> </ul>

	<ul style="list-style-type: none"> <li>○ Repairs and replacements of controllers and sprinkler heads have been made for watering efficiency.</li> <li>○ Public Works added 2 new meters at the entry signs enabling us to install irrigation systems in those areas.</li> <li>● Tree trimming &amp; removal: <ul style="list-style-type: none"> <li>○ More diseased trees were removed this year.</li> <li>○ Tree Tech came out this week to check the health of our neighborhood trees and found that some trees at the entrance and island may need to be removed. NOTE: Tree Tech has been asked to determine if they can be treated instead of removed.</li> <li>○ The diseased trees have borers and cankers.</li> <li>○ Per city regulations, 8 in. oak trees are a protected species. If a tree is removed, we must replace them with a minimum of 4 in. trees. NOTE: We will research to determine the best option.</li> </ul> </li> <li>● Pond landscaping: <ul style="list-style-type: none"> <li>○ Fencing vs. Non-fencing has been discussed in multiple meetings over the years.</li> <li>○ Landscaping was added. The cost of materials was \$1,200. Labor to complete the project was donated.</li> </ul> </li> <li>● Pool Fence Replacement: <ul style="list-style-type: none"> <li>○ The (wood) pool fence was replaced 2 years ago.</li> <li>○ The (metal) fence was replaced this year due to deterioration. The cost was \$6,500.</li> </ul> </li> <li>● Pool House, Gazebos, pool deck pressure cleaning: <ul style="list-style-type: none"> <li>○ Jenny Crowe, who also handles landscaping for many homeowners, will handle pool house and bathroom cleaning for \$100/per visit.</li> <li>○ Homeowners, please ensure that bathrooms and gates are closed and locked when you leave the pool area.</li> </ul> </li> <li>● Pool / pool equipment repairs: <ul style="list-style-type: none"> <li>○ Crenshaw Pool has been contracted to take care of the pool. This year, we found a leak which cost \$6k to repair plus a higher than expected water cost reflected in the budget.</li> </ul> </li> <li>● Sign replacement: <ul style="list-style-type: none"> <li>○ The Community Sign was upgraded this year.</li> </ul> </li> </ul>
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	<p>New Business:</p> <ul style="list-style-type: none"> <li>• Annual fee: There will be no increase!</li> <li>• Pool deck repair / resurfacing: <ul style="list-style-type: none"> <li>○ Cracks and heaving in the concrete create a trip hazard.</li> <li>○ Shark Coating quote \$44,000.</li> <li>○ Mid-range epoxy finish quote \$34,000.</li> <li>○ Removing / patching concrete and resurfacing with “Kool Deck” quote \$22,000 with expansion joint lumber quote \$2,200</li> <li>○ This has been pushed forward to CY 2024 due to the cost.</li> </ul> </li> <li>• Painting cycle: Willow Oak is scheduled for the current year 2023. <ul style="list-style-type: none"> <li>○ 8 homeowners still need to paint or provide proof of painting via receipts.</li> <li>○ If painting is not completed by the end of the year, a letter will be sent by the attorney who will handle the issue going forward.</li> <li>○ We request painting be completed on a 7-year cycle to also address wood rot and repairs.</li> <li>○ Pine Forest Trail homeowners are to paint during CY 2024.</li> </ul> </li> <li>• Homeless and vandalism/theft: <ul style="list-style-type: none"> <li>○ We have seen homeless in the neighborhood, including a man who attempted to set up camp in our pool area.</li> <li>○ Vandalism, to include stealing of vehicle license plates, has been reported.</li> <li>○ If you see someone, call the police. NOTE: Police are also patrolling our neighborhood regularly.</li> <li>○ We may consider adding security in the future, but cost could be a factor.</li> <li>○ The gate on Plainfield is on city property. Even though we have a gate there, we do not own the property.</li> </ul> </li> <li>• Pool keys: <ul style="list-style-type: none"> <li>○ New pool keys were distributed last year. Issues have been raised due to some owners’ keys not working. After review, many of these issues were due to people making copies of copies of the original issued keys.</li> <li>○ Please do not make copies of the pool keys.</li> </ul> </li> <li>• Community Association Management:</li> </ul>
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	<ul style="list-style-type: none"> <li>○ It was previously suggested that we research hiring/implementing Association Management. Below are the results of that research: <ul style="list-style-type: none"> <li>▪ The manager must be licensed.</li> <li>▪ The contract must be written to specifications.</li> <li>▪ Responsible for: <ul style="list-style-type: none"> <li>• Day to day Covenant and Restrictions</li> <li>• Upkeep and control the updates and bidding of contractors</li> <li>• Paperwork</li> <li>• Attend Board Meetings for \$100/ea.</li> <li>• Signage</li> <li>• Minutes</li> <li>• Fee collection</li> <li>• Site/Equipment</li> <li>• Resolution of homeowners' complaints</li> </ul> </li> <li>▪ Average salary of the manager: \$55,000-\$62,000 which would cost each homeowner approximately \$30/mo.</li> <li>▪ Management companies are more prevalent in communities with higher incomes and working families.</li> </ul> </li> <li>○ Possible Cons: <ul style="list-style-type: none"> <li>▪ Cost</li> <li>▪ Vendors</li> <li>▪ Lack of assurance that decisions are made to benefit the homeowners rather than themselves.</li> <li>▪ Clashing with board members</li> </ul> </li> <li>• Annual Meeting: <ul style="list-style-type: none"> <li>○ Location: <ul style="list-style-type: none"> <li>▪ The C&amp;R dictates the meeting be held the 3<sup>rd</sup> Thursday in November. Due to COVID hotel &amp; library meeting space closures, the date and time was changed to Saturday morning.</li> <li>▪ When meeting in locations such as the Holiday Inn, the cost was approx. \$1,000.</li> </ul> </li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>▪ Meeting at the library is very difficult as space is limited and Civic Groups with regularly scheduled meetings get 1<sup>st</sup> pick of rooms far in advance.</li> <li>▪ Feedback from homeowners is that meeting at the pool with refreshments is convenient and acceptable.</li> </ul> </li> <li>○ Board Elections:           <ul style="list-style-type: none"> <li>▪ Elections must be held annually due to the 1-year term limits written in the C&amp;R. For this reason, elections cannot be staggered.</li> </ul> </li> <li>• Board Meetings:           <ul style="list-style-type: none"> <li>○ Meetings are held to allow homeowners the opportunity to discuss issues and provide fresh ideas.</li> </ul> </li> <li>• HOA Board:           <ul style="list-style-type: none"> <li>○ Although, board members may see or report issues, it is not the goal or desire to micromanage. Ex. Measuring the height of weeds.</li> <li>○ We maintain an open-door policy and are happy to negotiate compliance issues to help those who need assistance/time.</li> </ul> </li> <li>• Additional Budget Info:           <ul style="list-style-type: none"> <li>○ The C&amp;R revitalization was necessary but is good for 30 years. Due to the diligence of HOA Board members and our homeowners, we were able to complete all requirements the first time through, with no errors. This was an accomplishment that allowed us to revitalize for less than the anticipated \$15,000 cost.</li> <li>○ HOA Board spending decisions are determined in a board meeting via voting on the issue. Decisions are not made by just one board member.</li> <li>○ The budget is completed with our CPA, John Nichols. Cost consideration is made by comparing prior budgets, costs and anticipated increases to complete the items.</li> <li>○ Many updates to the neighborhood are discussed and researched, often for years, before they are made.</li> <li>○ The budget is not designed to have a separate line item for each individual expense. Unplanned expenses, such as the</li> </ul> </li> </ul>
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tree falling into the pool, do come up. Many of our own homeowners have volunteered their personal time and money to make improvements. Ex. Delores often pays for the plants at the front of the neighborhood. Kevin donated labor on building projects.

- Additional “surplus” funds in the budget are there to cover issues that come up unexpectedly. Currently, there is \$60,000 in reserve for such issues.

REMINDER: If you receive a letter regarding maintenance needed to your home, please reach out to the board so that we can work with you. If you do not respond, the next letter will be from the attorney.

Committee for Holiday decorations:

- Volunteers
  - Ricki Rodrick  
521 Pine Forest Trail  
c. (904) 502-5100 (ok to text)  
email: [Rodrick.ricki@gmail.com](mailto:Rodrick.ricki@gmail.com)
  - Jubilee Berk  
633 Wells Landing Dr.  
c. (904) 894-6463 (ok to text)  
email: [Jubilee.WLHOA@gmail.com](mailto:Jubilee.WLHOA@gmail.com)
  - Lynn Braddy  
c. (904) 903-1122  
email: [lynnbraddy@gmail.com](mailto:lynnbraddy@gmail.com)
  - Jill Thomas  
c. (205) 362-1122 (ok to text)

Comments and Q&A:

*Suggestion: Establish a committee for improvements and a committee for the feral cats.*

Community Cats

- Safe Animal Shelter on Rte. 220, will loan traps to help trap, neuter/spay and release.
- By law, community cats must be returned to the same place they were trapped.
- Cooperation of neighbors will be needed to ensure that traps may be set on their property and checked throughout the day to identify when a cat has been caught and pick up arranged to have them fixed.
- Fosters will be needed if the cat is friendly to allow for adoption placement.
- Clay County has a no cost/low cost spay/neuter every Tuesday at 5 AM EST.

Volunteers:

- Mary-Virginia & Rod Fisher  
608 Wells Landing Dr.  
c. (904) 514-2297  
email: [fishermary052@gmail.com](mailto:fishermary052@gmail.com)  
NOTE: Will pay cost for fixing/vetting
- Ricki Rodrick  
521 Pine Forest Trail  
c. (904) 502-5100 (ok to text)  
email: [Rodrick.ricki@gmail.com](mailto:Rodrick.ricki@gmail.com)
- Jubilee Berk  
633 Wells Landing Dr.  
c. (904) 894-6463 (ok to text)  
email: [Jubilee.WLHOA@gmail.com](mailto:Jubilee.WLHOA@gmail.com)

NOTE: No volunteers came forward for a community improvement committee.

Question submitted pertaining to current termite treatment.

Answer: Massey is contracted to check the termite monitoring stations in our yards on an annual basis (normally around April timeframe). They will not knock on your door to advise when they are doing so.

Board Nominations from the Floor / Voting / Results:

- Jubilee Berk – Accepted Nomination
- Lynn Braddy – Accepted Nomination
- Jeff Berk – Accepted Nomination
- Col. Ray Butts – Accepted Nomination
- Don Johnson – Accepted Nomination

Adjournment Time 1220