

MINUTES FOR JEFFERSON WOODS ANNUAL HOA MEETING ON 01/18/2015

The Jefferson Woods Annual Homeowners Association Meeting took place on 01/18/2015 at 2:00 PM at the Wood Creek Clubhouse.

Board Members in attendance were Tom Hughes, President; Amy Barkley, Vice President; Andy Wyper, Treasurer; Susan Dwyer, Secretary; and Jim Watkins, Member at Large.

Also in attendance was Scott Sells of Homelink Property Management, LLC.

Meeting was called to order at 2:00 PM.

Introduction of board members was made.

A total of 25 homeowners were represented with 18 homeowners in attendance and 7 proxies.

Homeowners

Hughes, 240 Jefferson Woods Drive
Barkley, 200 Monarch Drive
Wyper, 110 Jefferson Woods Drive
Dwyer, 160 Mockingbird Trail
Watkins, 250 Jefferson Woods Drive
Glynn, 180 Monarch Drive
Rebel, 200 West Creek Court
Bain, 215 Monarch Drive
Gadhia, 105 Jefferson Woods Drive
Bennett, 125 Monarch Drive
Yelton, 115 Monarch Drive
Austin, 145 Jefferson Woods Drive
Chaphe, 215 West Creek Court
Robison, 110 Monarch Drive
Garcia, 180 West Creek Court
Brown, 260 Jefferson Woods Drive
Berggren, 185 Jefferson Woods Drive
Warnock, 160 Monarch Drive

Proxies

Ediger, 155 Monarch Drive
Doeve, 105 Monarch Drive
Tramonte, 160 West Creek Court
Nowicki, 150 Mockingbird Trail
Fleming, 110 Glenfare Trace
Kozusko, 220 Jefferson Woods Drive
MacLauchlan, 260 Jefferson Woods Drive

Nancy Glynn of the Neighborhood Watch Program was introduced and described what the program was and gave an update.

Amy Barkley discussed the Social Committee of Jefferson Woods which is in charge of the block party and adult social. There are 10 members but she made a point that there is not a limit of people who can join the Social Committee and they would welcome anyone who would like to join. Next she discussed the Yard of the Month Program which runs from April through October every year. She chooses which yard wins each month and the winner is awarded a \$25 gift card from Pikes Nursery. She then discussed the Holiday Decorations contest, the winner of which is awarded a \$50 Visa gift card. She also mentioned that the winner of the contest could not win again for the next two years. She also discussed that no board member could win Yard of the Month or Holiday Decorations contest. She discussed how new neighbors are welcomed to the community with a visit in which they are provided with a current directory and a \$25 Visa gift card.

Tom Hughes next addressed the landscaping project at the front entrances. He talked about how Hollingsworth Landscaping was chosen, which was based on price and consistency. He discussed that the cost this past year was a total of \$5650, which also included \$900 for flowers. There was an additional cost of \$700 to put in bibs at the entrances to provide additional water for the plantings.

Susan Dwyer discussed the directory and keeping it as up to date as possible and how as soon as a change is made to the directory she emails it out to the community via the JW HOA group email. She discussed it was important to provide any changes in email addresses and/or phone numbers to keep the directory current. She made it clear that no email addresses were published on the JW directory, they were given to the website manager to be put on the HOA group email list. Next she discussed the importance of electronic communication and how the board would like to get away from handing out paper as much as possible. She discussed that emailing was a faster way to give and receive information and email is an easier way to keep homeowners up to date with what is going on in Jefferson Woods and the community. She addressed that many times the board receives emails from the Peachtree City Police Dept regarding crimes or traffic problems and that she tries to get these out as soon as she receives them. She next discussed the website at jeffersonwoods.org and that it is maintained and managed by Peggy O'Farrell who does an excellent job. She discussed that postings are not instantaneous but they are done in a timely fashion, and that almost all questions with regards to Jefferson Woods can be answered by going to the website, including questions regarding RFMs, covenants, current board members, and minutes from past and present annual HOA meetings. Also past and present Yard of Month and Holiday Decorations winners are on the website. She discussed there is information about the communities of Peachtree City and Fayetteville, including the use of cart paths and garbage service. In addition, there are monthly postings from the U of GA Extension Center that would be of interest to homeowners.

Andy Wyper went through the 2014 budget. He discussed the expenses incurred in 2014 which increased due to the Social Committee activities and the landscaping at the front entrances. He provided that there was \$11,085.82 carried over from 2014 between the checking account, the reserve account and petty cash. He discussed how \$200 each month was put into the reserve account and that the reserve account would provide money for unexpected expenses. He discussed that in 2014 we spent approximately \$1000 per month on average for expenses and in 2015 we were expecting to spend approximately \$1300 a month on average for expenses.

He discussed that there will be higher monthly expenses due to social committee projects, monthly landscaping, a higher fee for the HOA management company (Homelink), and increases in electricity, tax preparation, and common area and cart path maintenance. He discussed that expenditures for 2014 came to \$14,520 and that the proposed budget for 2015 shows an increase to \$17,600 in expenses. Andy said he would be happy to provide a copy of the 2014 and proposed 2015 budget to anyone who would like one. Andy discussed that due to the increase in monthly expenses the assessment dues would be going up from \$165 to \$200 a year. He pointed out that the assessment has not been increased for the last six years and at this time the board does not see the need for an assessment increase for probably another six to seven years. Andy stated that the increase in assessment dues this year will cover most expenses for a while. He mentioned that the assessments are due 03/01/2015.

At this time the new homeowners at 200 West Creek Court discussed how the landscaping and maintenance at the front entrances was a large factor in their choosing Jefferson Woods as their home. They also mentioned that the way the properties were maintained and that there were no cars parked on the street had an impact on their decision also.

Discussion was had about the landscaping at the front entrances. One homeowner asked about pansies at the front entrances; it was pointed out that it is a favorite food of the deer and that deer have been a real problem with regards to the landscaping at the entrances. The landscaping company has taken precautions and Tom Hughes has sprayed deer repellent on the plants which seems to have helped. It was discussed that volunteers maintaining the front entrances has not worked in the past. It was discussed that we are now using wood mulch versus pine straw at the entrances as wood mulch does not have to be replaced as often as pine straw.

Major projects for the coming year were discussed which are replacing street posts and also replacing the fencing at the front entrances.

Golf cart paths were discussed. Four years ago the county wanted cart path access through Jefferson Woods to the school and an agreement was signed that the county would maintain the golf cart paths; the county spent \$8000 at that time in golf cart path maintenance. When the new golf cart paths are put in on Redwine going to the schools the agreement between Jefferson Woods and the county will end. If the county does not agree at that time to maintain the golf cart paths they will need to be maintained by Jefferson Woods at a cost of approximately \$3000 a year. A homeowner inquired what is involved in golf cart path maintenance and Tom and Andy answered removing tree roots, rock drainage, and asphalt deterioration. Andy mentioned that Jefferson Woods takes care of blowing debris off the cart paths. Tom Hughes has been talking with county commissioners regarding the county continuing maintenance on the golf cart paths; there has been some verbal agreement but nothing in writing at this time.

Tom next spoke about the common area on Glen Trace. This is federal wetland deeded to Woodcreek. Jefferson Woods has a written agreement with Woodcreek to maintain the upkeep of this area. This is not an expandable piece of property in Jefferson Woods. Tom mentioned that a fine of up to \$10,000 can be imposed by the Corps of Engineers for dumping on federal wetlands.

Tom discussed Homelink, the new HOA management company for Jefferson Woods. Tom discussed the change of HOA management companies and what considerations were made with regards to the change. He stated our previous HOA management company had provided financial management only and the board agreed that we wanted an HOA management company that provided full management. He also mentioned that our previous management company was based in Marietta; it was sold in July but the company was still based in North Atlanta. He mentioned it cost the HOA \$75 per trip plus \$35 per hour for the time spent on HOA business with the previous HOA and that these were things that were included in our contract with Homelink. Tom stated the board agreed that a local full management company would be the best choice for our HOA. He stated that Homelink would enforce the covenants and bylaws of the JW HOA, which would be a more pleasing aspect of being on the board. He then introduced Scott Sells of Homelink.

Scott gave some information about Homelink – that it was a local family company run by he and his wife, that they were a full management company that handled both rental properties and HOAs. He discussed that his was a personal management style and that he was available 24 hours a day by phone. He stated he would be at all board and HOA meetings and that this was important for communication between Homelink and the HOA. He discussed how he would enforce the covenants and bylaws of the JW HOA, and how the covenants are in place to protect the home values in the neighborhood. He mentioned that he would send out the letters of the covenant violations and the board would not be involved in that process until after the fact so there would be no conflict of interest with regards to the board and covenant violations. He stated he would do a drive through every 10 days to see if there were any covenant violations and to make sure violations were taken care of in a timely manner. A homeowner asked what types of things he looked for on a drive through – he mentioned vehicles on the grass, garbage cans in view from the street or left on the street after garbage pickup day, and unkempt yards. A homeowner then asked what kind of car he drove (joking) and he said he drove a silver Nissan. He mentioned that he would first do a drive through with board members to discuss what types of things were grandfathered in with regards to the covenants. He discussed that violations needed to be taken care of in a timely manner and that if a third letter needed to be sent there would be a \$25 per day fine for unresolved covenant violations. He will also be in charge of RFMs. A homeowner had questions about the information sheet that Homelink had sent out to the homeowners to be filled out and returned, and that several homeowners felt he wanted too much information. They questioned why he wanted vehicle information and he replied that this was for emergency situations but was more of a need for a community parking space rather than single family homes. He did stress he did need the basic information of name, address, phone number and email address for each homeowner.

Tom discussed there are four board meetings a year and that the board meetings were open to homeowners if they wished to attend. He said there were two board positions to be filled, his and Jim Watkins. A nomination was made for Tom Hughes to continue on the board as he was involved in the transitioning from the previous management company to Homelink. Nomination was seconded and passed. Nominations were requested for the second board position to be filled. When none were forthcoming Andy mentioned that we could have a

board with less than 5 people but we prefer to have the 5 board positions filled. He also mentioned that if there was someone not at the meeting but who wanted to be on the board they could be voted in by the board as a latecomer. Nominations were asked for again and John Warnock was nominated, seconded and passed. Board members for 2015 will be Tom Hughes, Andy Wyper, Amy Barkley, Susan Dwyer and John Warnock. The first board meeting of the year will be 02/04/2015 at 1 PM.

Tom asked if there were any questions at this time and a homeowner asked about requiring JW to use the same trash service. Both Tom and Andy stated it had been looked at in the past but they did not feel the board or HOA should tell homeowners what trash service they should use. Mention was made that there was a place on the website which listed trash companies for our community. There were no more questions at that time.

Meeting was adjourned at 3:45 PM.