

***Williamsburg Plantation Homeowners Association (HOA) Board of Directors (BOD) Minutes
of the Annual Meeting***

October 18, 2025

2 PM

Location of Meeting:

Pavilion.

Present at Meeting: 67 members of the Williamsburg Plantation Homeowners Association.

Meeting called to order at 2:49 pm, upon meeting quorum.

Budget – 35 members voted to approve.

2024 Annual Meeting Minutes – 35 members voted to approve.

HOA president, Jorge Morales, remarks:

2024-2025 Board of Directors accomplishments:

- New bathroom locks installed for community bathrooms to allow access to only Williamsburg Plantation residents.
- Pressure washing: park signs, pavilion, concession stand/bathroom building pressure washed in October 2025.
- Pavilion column repair began Friday this week, will continue and expected completion next week. Wood columns have been reported as rotting for several years, upon contractors removing the trim covering it up.
- Delinquencies 28% last year: 6% delinquencies now. Attorney fees FALL ON THE HOMEOWNERS WHEN ACCOUNTS ARE SENT TO THE LAWYERS!
- Relocated the park sign for common areas. Misinformation delayed the process.
- Pavilion and concession stand building roof replacement. Rotting soffits due to not having appropriate drainage for several years. This led to the column repair being needed.
- Parking lot permitting: FULLY PERMITTED! NO FINES! HOA Board of Directors is building a good relationship with the city officials.
- Loitering in the parking lot/common areas. HUGE reduction in loitering this year.
- Playground swings all have been replaced as they were damaged
- Dog park fencing repair
- Community preferred vendors:
 - We are no longer in business with any of the contracting companies that we had prior to taking over in October 2024.
 - Landscape company recently lost due to resident complaints, communication, and not providing an appropriate level of service for the money that was being paid out to them.

- Fencing company- Now contracted through Anchor Fencing. They assist with small repairs (e.g. locks/latches, etc) and they will do it for free for residents of Williamsburg Plantation since they are on contract with us. We are now paying 1/3 of what we were paying to A Plus maintenance, who was not providing services that were being paid for. The Board of Directors is inspecting the work to ensure it meets the standards that we expect.
- Pet waste stations vendor is Doody Calls – they replace poop bags, collect pet waste station pet waste, and collect trash from the pavilion trash cans and the playground trash can weekly.
- New bathroom cleaning company
- Last year what has been fixed:
 - Parking lot permitted
 - Bathroom access for residents
 - Brandon (resident) met with Jorge Morales to create GIS maps for our community property that includes the area, square footage, etc. These maps are for vendors to provide quotes and know exactly which areas to maintain.
 - Lawn maintenance – explained to residents which areas are no longer being maintained by our company.
 - Inherited lots: last year we were told that we would not pay any taxes for it because we are a “non-profit”. We are a non-profit where we cannot accept donations, etc. We are NOT PROFITING off the HOA. We are reporting an assessment of income that is coming in, and reporting expenses to the association as well. We will be paying taxes on those lots!
 - Bradford Pear Tree Removal. We can get free trees, but there is no cost covered for removing.
 - Quotes received averaged \$60,000 to remove trees – there are about 102 of them.
 - Trees on your yards – if the company removes trees near one lot, then we must do it for all of them. We do not have the budget to cover \$60,000 to complete this project.
 - Above ground pools: individual parks – above ground pools in one park does not mean that every park will get it. Each park must vote to allow it in their own. The cost we were quoted to change the bylaws for this was above \$20,000. There is interest from some community members regarding allowing above ground pools but have not had any volunteers come forward who are willing to take on the

task of contacting every single homeowner in individual parks, to get this process started.

- Annual Meeting date change: the meetings for the HOA are allowed to be within 15 months of the last meeting. The meeting may change year to year, but the HOA Board of Directors still falls within the requirements, if it is within 15 months of the last one.
- Reserve study. Presented a 6-minute video. Our HOA has never had a reserve study until 2025. This reserve study explains everything.

Judy Badgett: discuss reserve study. Having a reserve study assists in preparing both the Board of Directors, and community for replacement costs of amenities, etc. We have already replaced the roofs on the pavilion and concession stand/bathroom building. We did not pay that out of the reserve account. We paid out of operating account because that's how the board has operated for so long. We are beginning to move money to the reserve account yearly as it is severely underfunded.

- Treasurer's report: an issue with the budget is that we typically turn the board over in October instead of January. Below are some key expenditures to note between 30 September 2024 – today
 - Reserve account was \$90,740.30. Today it is \$90,758. We budgeted \$16,000 to deposit into this account next year.
 - Operating account \$134,787. Today \$169,801.
 - 260,560 total between the reserve and operating accounts.
 - It is costing us \$107,676 per year just to pay reoccurring costs (e.g. lights, pavilion, landscape, general repairs, utilities to the city, water for pavilion, etc.)
- AUDIT REPORT FOR 2024: Graham Luby – 4 months of on and off volunteer time. Got team together back in March. FOUND NO MISAPPROPRIATION. NO BOARD MEMBER HAS DIRECT ACCESS TO HOA FUNDS!!!! It must come from Advantage Gold Realty. One recommendation from the audit committee – it was noted that multiple invoices were paid on one check, recommend one invoice to one check.
- The Board President spoke about how we are doing business now with contracts, voting, etc.
- A resident asked about increasing dues (\$25 annual increase from 2025 dues to 2026 dues). The money from community, (if paid by all 652 homeowners) will equate to \$16,300. They questioned if we are planning to continue to increase dues over the years. Judy Badgett provided the reasoning for slow increase in dues (there was a 10% increase from 2023 to 2024 annual dues, and now a 10% / \$25 increase for 2025 to 2026 annual

dues). She stated that the neighborhood was new 20+ years ago, and it is simply beginning to fall apart which incurs large monetary costs to repair/update.

Voting for 2025-2026 Board of Directors.

5 seats open, 5 nominations.

No votes needed only 5 nominations to cover the 5 open seats.

Manuel Michel, Jennifer Michael, Megan Zieger, Vanessa Van Order, Ken Van Order.

Open Forum:

A resident questioned if the community could invest in some sort of fencing to prevent people living in the townhomes, attending concerts, and hotel guests from coming into the backyards of the homes that will be backed up to the “Uptown Jacksonville”. They are concerned about the safety and security of our families.

Jennifer Michael recommended speaking to Ryan King (a city employee involved in the large city project) about getting a fence before the construction begins there. It was also recommended for all residents this applies to, to get a survey on their property and mark it, before the construction begins.

A resident asked where the liability falls for above ground pools. The answer from the Board of Directors was that the board cannot vote to have pools, they are not allowed per our restrictive covenants, so the responsibility would fall on the homeowner if someone decides to put an above ground pool, against the restrictions, and it causes damages to their home or those around them.

If there are nuisances in the streets against City Code – call the city code enforcement office. On that topic, **no one** should be going into your backyard or over your fence to take photographs, etc. There has been a resident claiming to be a current board member, going around and entering private property to take photos, taking photos over privacy fences, etc. This individual is not a board member, and no current board members will or have done that. Please report this individual to the Jacksonville Police Department if they trespass on your property.

Jennifer Michael spoke about needing volunteers for the Beautification Committee.

The meeting adjourned at 4:30 pm.

Meeting minutes submitted by Aubrey Morales.