

## **Woodland Brook HOA 2023 Fall Meeting**

**October 12, 2023**

### **Introductions – New Residents and First Time Attendees**

We would like to welcome the following families to the neighborhood:

Sahzet and Mersa Cevit live at 2490 Amberbrook Lane. They have two children, Sehzad and Hermin.

Anthony Macanin purchased the home at 190 Amberbrook Circle. Anthony and his wife, Mary.

Colleen Barnes lives at 2450 Amberbrook Lane with her children, Marlaya Saunders, Logan Neptune and Luna Neptune.

Me Ly is currently renovating 2535 Amberbrook Lane with his wife.

Rebecca Nabors and Craig Murrah reside at 2605 Amberbrook Lane. They have two children, Rachael Rogers and Tom Casper.

Henry Terrill Austin and his wife Araceli recently purchased the home at 2375 Amberbrook Lane. They have two children, Ashley and Olivia

Finally, Jim Salois recently purchased 175 Amberbrook Circle.

**WELCOME TO THE NEIGHBORHOOD!**

### **Review of Spring 2023 Meeting Minutes – Bryan Krisher / David Baldwin**

No updates to the Spring 2023 Meeting Minutes were identified. The Minutes were approved.

### **Woodland Brook Webpage Updates – David Baldwin**

During our Spring meeting, we asked if someone would like to maintain the website for the Woodland Brook subdivision. We would like to thank Janelle Khalid for assisting in this area, with Jim Ollick as Janelle's backup.

We will be publishing an updated Directory on the [www.woodlandbrookgrayson.com](http://www.woodlandbrookgrayson.com) website by this the end of October. The file is now password protected. Please review your contact information and let Chris Mavroudis know if some information needs to be updated.

We also need to refresh our binder of Woodland Brook Resident information. We will be sending out an email for everyone to submit a current form with resident names, phone, email and pool key information.

Finally, we would like to create a neighborhood Small Business Directory. If you would like to showcase your company and services, please send your company information and a brief paragraph of services provided to David Baldwin. We will work with Janelle to create a separate page on the [woodlandbrookgrayson.com](http://woodlandbrookgrayson.com) website.

## **COMMITTEE REPORTS**

### **Architectural Control Committee – David Baldwin**

We would like to thank everyone who has been diligently submitting their Property Improvement Forms. Requests have included removing older trees, new fences and painting. We have tried to turn the requests over quickly, and in most cases, have approved any changes. We do have some resellers making changes without submitting the form, but have not chosen to require the new homeowners to spend thousands of dollars.

Over the last several months, we have been working with a number of residents on lawn maintenance, loose pets and dog presents, parking in the pool parking lot and on the street. Please be aware that we will have cars parked in the pool parking lot towed at the owner's expense.

We do need residents to prepare their list of fall projects, including refreshing islands, weeding flower beds, putting out mulch for the fall and pressure washing.

We are reaching out to the current owner of the vacant property on Tollwood Court. The property has many old trees, and the grass has been maintained by a neighbor over the years, but he will be unable to do so in the future. The Board will work with the owner to agree on a path forward.

## **Solar Panel Guidelines – Jorge Rodriguez**

See updated Architectural Control Guidelines document to be handed out.

## **Building and Grounds – Angie Iannazzone**

### ***Playground***

Playset was stained and minor repairs made. The cost was \$900.00. In addition, there are several rotten areas that need repair. The bid for those is \$1022 that can be added to the budget for next year if approved. I have received bids to purchase a climbing done and add additional mulch to accommodate and enlarged area. A dome that is comparable to schools is \$4000. Amazon has a nice one for \$300. This is up for resident discussion.

Thank you to Joe and Diane for helping to pick up and spread 30 bags of mulch at the playground. In addition, pebbles were added at the tire swing to help with erosion. There are always numerous ant hills near the playground and in the grass. The landscape company and I treat them. Just be on the lookout with little feet playing.

I would like to have a parent volunteer that has children to manage the needs at the playground, give suggestions and report repairs that are needed.

### ***Landscape***

We do have some aging plants in the pool area. The junipers at the pool entrance are dying. Manny (Brookside Landscape) has pulled out dead ones for us in the past. I will keep an eye out on these.

The three Cypress trees outside the pool-next to tennis courts are dying from the inside. They look OK from the road but they're dying from the inside fence area. Two bids were received for their removal. That \$1400 bid with U-Save Trees has been approved and scheduled the first week of October. The work will include removing the debris and grinding the stumps.

As the budget is being reviewed, please include pine straw. Johnny has done a great job in the past with long needle at \$5.50 per bale. We normally take about 400 bales for the neighborhood and have him come after the leaves fall. We generally do not plant winter flowers at the front entrance. The Lantana at the

front did not look great this year. Perhaps impatiens or begonias next year. Suggestions are welcome.

Manny Hernandez does a stellar job with our Landscape. He is professional, receptive and checks in periodically for any additional needs or concerns. I see no reason not to extend his services. In the past, numerous bids were received, and he was also the most reasonable.

Over the years, there has been requests to light our entrance with holiday cheer. However, there is no electricity at either entrance. The usual décor are wreaths

### **Social Committee – David Baldwin**

We are still looking for someone to lead the Social Committee.

For Halloween, the Grayson United Methodist Church is having a Truck-or-Treat on Saturday, October 14th, while the City of Grayson is having a Truck-Or-Treat on Sunday, October 22<sup>nd</sup>.

Trick-or-treaters will be souring the neighborhood on Halloween, October 31 starting around 5:30 PM to 8:00 PM. Please leave your front porch light on if you would like to have guests.

After Halloween, we can setup a food drive for Thanksgiving and then have our Griswold Family Christmas Lighting contest in December.

### **Swimming Pool – Bethany Kiesshauer**

1. Overall success (chemicals)
2. Overall concern (circulation; would have to get estimate)
3. Umbrella reminder (word of mouth)
4. Extended season due to leak
5. Restrooms still being cleaned weekly and will be checked during winter (prevent freezing pipes)

### **Tennis – Frank Umberger**

Woodland Brook has a Men's and a Senior Men's ALTA team at this time, both of which are upper B Level. The practice and match schedule are posted in the box at the walkway to the common areas. There are also some pickup games that happen during the week. Pickle Ball happens a couple of nights per week and we try to coexist with the two courts we have.

As of October 8, we are halfway through the fall season with five of seven weeks completed. We have one more home matches on 10/21. We would like to continue to practice on Thursdays. The next season at our courts will not start until March. Frank has given out information about the courts to several new homeowner asking about their use. We have not had an issues with the Picket Ballers at this time. The signs with the Tennis Court rules are keeping the skateboarders off the courts.

### **Rules and By-Laws Committee – David Baldwin**

As we discussed during the Spring meeting, the Woodland Brook community is primarily governed by three sets of documents:

1. The Corrective Declaration of Covenants, Conditions and Restrictions for Woodland Brook, which is filed with the Clerk of the Superior Court of Gwinnett County and is covered through Article 6, Chapter 33 of Title 44 of the Official Code of Georgia Annotated.
2. The By-Laws of Woodland Brook Homeowners Association, Inc. are based on the Declaration of Covenants and managed and governed by the Board of Directors.
3. The Rules and Guidelines of specific Committees identified in the By-Laws, namely Finance and Budget, Building and Grounds, Rules and By Laws, Social, Tennis and Swimming Pool Committees.

The Woodland Brook Declarations and Covenants were originally submitted in 1993 with a 20 year term. In 2013, the Covenants were automatically renewed for 10 years in 2013. For 2023, we have an opportunity to update the Covenants to better suit the needs of the current community and reflect current Georgia laws, while preserving the quality of life that has attracted new residents over many years.

Over the last several months, Dean Lancaster at 315 Amberbrook Circle and Bryan Krisher at 445 Tennyson Knoll have worked with David Baldwin to review the Declaration and Covenants. The proposed changes have been reviewed by the HOA Board and are ready for your feedback on the recommended changes.

We are proposing to replace rather than amend the Covenants, which could then be renewed for 10 years and automatically renewed after another five years.

Future changes would also be approved by two thirds (2/3) vote rather than by seventy five percent (75%).

The proposed changes have not been reviewed by a legal team. Based feedback gathered during this meeting and through October 31, the Board would submit specific changes for legal review, with an attorney providing feedback and preparing a voting package in November. Residents and mortgage holders would have 90 days to submit their responses. The new Covenants would then be available by the Spring 2024 meeting. If needed, the 90 day voting period may be extended.

#### *Summary of Proposed Covenant Changes*

The proposed changes fall into three categories: 1) removal of Cantor Homes as the Declarant, 2) removal of original restrictions to reflect current community standards and 3) additional or replacement wording recommended by the HOA Board.

The changes that are highlighted in yellow with the words having a strike through are related to the original developer, Cantor Homes, acting as the Declarant and having specific rights and privileges. Since Cantor Homes no longer controls any property within Woodland Brook, significant portions of the original Covenants are no longer applicable or would refer to the Woodland Brook Homeowners Association.

The changes that are shaded in gray with the words having a line through them would be removed from the document. These appear primarily in paragraph 4.05 Special Assessments for Working Capital Fund, Nonrecurring Maintenance and Capital Improvements and ARTICLE VI – GENERAL COVENTANTS, USE RESTRICTIONS AND RULES.

Changes highlighted in green are additional wording to reflect the HOA as the Declarant in the beginning of the Covenants, update the Special Assessments for sales of homes in paragraph 4.05 and to incorporate updates to Article VI – GENERAL COVENANTS, USE RESTRICTIONS AND RULES.

In addition to the changes we just discussed, we are also proposing to limit leased properties in ARTICLE XI – LEASES to no more than 20% of properties and

updating ARTICLE XIII – MISCELLANEOUS to allow email for official communications rather than requiring certified US mail.

At this point, we would like everyone to review the proposed changes to paragraph 4.05 and to ARTICLE VI and provide feedback on the proposed changes.

*Open Discussion on handout.*

Regarding leased homes, the attendees agreed to a maximum of 5% of leased homes. They preferred 0% leased and grandfathering in the current leases. We currently have only three leased residences in the neighborhood.

Each of the paragraphs in the handout were reviewed individually, with the following discussions during the meeting.

- On paragraph 6.2 Maintenance, the Board was asked to include weeding to the list found in section (ii). Residents have spent significant amounts for treatments to eliminate weeds only have weeds spread from a neighbor's yard.
- On paragraph 6.14 Recreational Vehicles and Trailers, the Board was asked to keep the sentence "Boats on trailers shall be permitted under the provisions of 6.14 only. We did have a comment about motorcycles going through the neighborhood where the rider does not have a helmet. Chris Mavroudis indicated that the resident works on motorcycles and agreed to have a conversation with the resident.
- On paragraph 6.16, we discussed the elimination of the restriction on poultry. This was done based on new Gwinnett County regulations regarding poultry found in the Gwinnett County Unified Development Ordinance 230-130-3 EE. Any resident violating this ordinance, including becoming a nuisance would be subject to fines by the County. Meanwhile, paragraph 6.18 Nuisance also would apply.
- On paragraph 6.19 Exterior Colors, we did discuss whether traditional Williamsburg type colors should be retained. However, we already have pink coral houses in the neighborhood and the Williamsburg color pallet has evolved over time. We recently had a home painted with black window frames by a reseller. The ACC spoke with neighbors and agreed that we would not require the new homeowner to spend thousands of dollars to install new windows. We have many residents from across the country that

have moved into the neighborhood with different tastes. Similarly, we now have a home on Tennyson Trail with painted brick. A different resident had requested approval to paint the brick on their home, which was declined. The Tennyson Trail brick was painted without submitting a Property Modification Form, but looks very nice. In the future, the ACC would approve painting the brick on a home. Lastly, we had a request to paint a garage door black, which would match the recently painted shutters. In summary, we just want to make sure we don't have any bright blue houses like the one on Hwy 84.

- On paragraph 6.23 Clothesline, Rubbish, Trash, and Garbage Cans, Woodpiles, Etc., the paragraph was to include no permanent clotheslines.

Based on the feedback, we will consider additional changes to the Covenants and decide whether to move forward with the attorney.

### **Finance and Budget – Jorge Rodriguez**

Special Audit Committee – Jorge and Nancy McCrary, CPA, Zach Sapata and Scott Donnelly will review financial reporting.

Wells Fargo Certificates of Deposit

2024 Budget to be based on October 2022 through September 2023 data

Potential Capital Expenditures for 2024 – David Baldwin

Tennis court basic resurfacing in the spring \$7,000 to \$8,000

Rebuild with asphalt \$95,000

Playground Equipment - \$1,000 and \$4,000

Replace Tennis court lighting from halogen lights to LED - \$10,000+

Install monitored cameras connected to police dispatch at both entrances - \$5,000 per year

Pool Gazebo – initial estimate this spring was \$35,000 versus replacing current joints every 3 - 5 years for \$8,000

Covered Pavilion – See UGA Capstone document

Pool demolition and replacement fund - \$250,000

The attendees did want the Board to meet with the company providing the monitored cameras.

## **2024 Annual Assessment – David Baldwin**

We asked Joe Iannazzone, former President of the HOA Board for 6 years to provide some of the fiscal history of the HOA as it relates to prior periods of financial stress and the importance of building and maintaining sufficient reserves.

The 2008 financial crisis resulted in a large number of delinquencies in homeowner payments of annual assessments. As a result, the HOA did not have sufficient funds to pay its recurring bills. The President of the HOA Board at that time loaned the HOA several thousand dollars so that it would not default on its obligations.

In 2017 our reserves were deemed sufficient to contract for the resurfacing of the pool and replacement of the perimeter coping. The projected price was approximately \$29,000, but as the project progressed, several problems were discovered that resulted in the cost to complete the project increasing to over \$40,000. While the HOA was able to cover this expense our total bank balance fell below \$10,000, and we had to delay other repairs and improvements until our funds were rebuilt. Several members of the Board and others, including David Young, Jay White, Angie Iannazzone, and Joe Iannazzone, personally did a ton of work for which we had previously paid vendors to help rebuild our reserves.

During Joe Iannazzone's tenure on the Board, we have undertaken several planned and unplanned repairs to our common areas:

Pool repairs outlined above

Repainting all pool building

Repainting tennis pavilion

Major deck repairs including replacement of rotten boards

- Parking lot repairs
- Sink hole repair in parking lot
- Tennis court resurfacing
- Replace pool pump system
- Sprinkler system repairs
- Dead tree removal
- Plumbing repairs

There are likely others have been omitted.

According to ARTICLE IV – ASSESSMENTS AND MAINTENANCE CHARGES paragraph 4.04(c), "...the maximum assessment may be increased each year not more than five percent (5%) above the maximum annual assessment of the previous year without a vote of the membership."

Based on the age of our infrastructure, we would expect significant additional maintenance and repair expenses going forward, not including future capital expenditures presented during the Financial Report. In order to build and maintain sufficient reserves, the HOA Board intends to increase the annual HOA assessment by 4.2%, or \$20, to \$500 per year so that the Board does not have to impose any special assessments on the homeowners.

Does anyone have any questions or comments?

### **2024 Committee Volunteers – David Baldwin**

Current Committee membership:

Architectural Control Committee – David Baldwin, Angie Iannazzone

Building and Grounds Committee – Angie Iannazzone

We would appreciate having someone with young children participate in the Building and Grounds Committee to focus on the Playground equipment.

Finance and Budget Committee – Jorge Rodriguez and Nancy McCrary

Special Audit Committee: Nancy McCrary, CPA, Zach Sapata and Scott Donnelly

Rules and By-Laws Committee: David Baldwin, Bryan Krisher, Dean Lancaster

Social Committee – Open / David Baldwin

Swimming Pool Committee – Bethany Kiesshauer

Tennis Committee – Frank Umberger

**Open Discussion**

No new items were brought up.

**2024 HOA Board Election – Chris Mavroudis**

Based on the ballots turned in to Bethany Kiesshauer and those voting during the meeting, David Baldwin, Chris Mavroudis, Bryan Krisher and Jorge Rodriguez were re-elected to serve on the Woodland Brook HOA Board.

**Final Comments – Joe Iannazzone**

**Adjournment – David Baldwin**