

WFCA Board Meeting Minutes June 11, 2024

In Attendance: Sandy Martin (SM), Anita Douglas (AD), Janis Stevenson (JS) Tess Hall-Laloggia (THL)
Management: Michael Dalton (MD) and Sharon Dalton (SD) Guest: Jan Greenwood, Constance Hanson, Mary Ann Schroeder, William Tilghman

CALL TO ORDER: The zoom meeting was called to order by President, SM, at 6:00 p.m.

MINUTES: SM moved to accept the May minutes with the attachment of the summary of the straw poll and seconded by JS. The minutes were approved as moved.

FINANCIAL REPORT: 2023 Year End financials were made available but will be submitted for review again at the July meeting once an agreement with the Treasurer as to the reporting format is confirmed. No May 2024 payments report was available due to the lack of checks issued during the month. No register of all fee payments was shared with the Board.

HOMEOWNER REQUESTS:

- JS moved to approve a request from Russell and Lorraine Kitchner to install a sunroom addition at 408 E Wylie Farm Road. THL seconded the motion. It was unanimously approved. MD was instructed to remind the homeowners to obtain the necessary city permits when he notifies them of the Board approval.

OLD BUSINESS:

- **POND REPORT:** SM recounted a conversation with the pond contractor:

The contractor reports that ponds #3, #4, #5, #6, and #7 are dredged. The contractor lost his lead person with the knowledge and skills necessary to install the liners. Two employees are in the process of acquiring the needed training. It will take a couple of more weeks before they are certified to start. However, we should see some progress by the end of June.

The contractor also reported that the original pipe which once provided for the recirculation of water from pond #7 to pond #1 has decomposed and cannot be used. The aeration system will require electricity. The contractor indicated that there have been additional delays due to attempts to coordinate with Duke Energy for the installation of the necessary electrical lines.

NOTE: *The Board acknowledged that the original proposal submitted to the Board for an aeration system would warrant a follow-up. A meeting with the company is requested prior to the end of June to ensure that all the necessary coordination will be addressed.*

The contractor assures us that the banks will be “finished” as described in the contract. The invasive weeds and volunteer trees will be removed, and a ledge of river rock will provide access for lawn mowers and landscaping maintenance. Finally, all the debris from the wooden planks will be removed and the lawn areas that have been disturbed will be restored. Since the landscapers have had to work around debris and equipment

- **MILDEW REMOVAL INITIATIVE STATUS REPORT:**

- On June 5 the Board members inspected 249 homes in Bent Tree, Laurelwood, New Bent Tree, Olde Mill and Sweetbriar.
- A rating scale of 0 to 3 was used to assess each home:
 - **A score of “0”** was awarded to 46 homeowners indicating overall very good/exceptionally a maintained home.
 - **A score of “1”** was awarded to 122 homeowners indicating no obvious mildew was evident, but at least one other issue remained related to aging/lack of attention to detail
 - **A score of “2”** was awarded to 42 homeowners indicating the presence pf emerging mildew and the recommendation to monitor for possible future removal.
 - **A score of “3”** was awarded to 39 homeowners indicating the presence of unsightly mildew buildup which is to be to be removed by June 30.
- Appropriate letters were approved and created for each rating. They were mailed on June 10.
- One homeowner with a history of neglect and failure to respond was sent a custom letter.
- The Board agreed to reassess those homes with a rating of “3” after June 30 and before July2
 - The homeowners of the homes still exhibiting excessive mildew will be sent a letter informing them that on or about July 16, (two weeks after the final inspection), PowerWasher Plus will remove the unsightly mildew. Any homeowner who cleans the mildew after July 2 and before July 14 should contact Pegasus Properties to cancel the order or be prepared to accept charges.)
 - The homeowners will be notified that the cost, plus a \$35 administrative fee, will be charged to the homeowner. Failure to pay the cost will be subject to late fees.

- **STRAW POLL:** Following the review of the summary of the straw poll, board members were provided with drafts of recommendations in a document entitled “**Winslow Farm Community Association, Inc. Board of Directors Suggested WFCA Response to Straw Poll:** The following recommendations which according to legal counsel can be determined by the Board were approved as follows:

- **TREE REMOVAL:**

- The removal of a dead/dying tree simply requires notification to management
- The removal of a live tree require approval from management or if questionable, the Board

- **REPAINTING/ALTERING TRIM, DOORS, AND/OR GARAGE DOOR, ETC.**

- Using the same color/product simply requires notification to management
- Using another color/product that is used in the neighborhood requires notification with supporting documentation
- Painting or using a product with a harmonious color will require authorization prior to the start of the project.

- **ROOF INSTALLATION**

- Installing a product using the same color and style simply requires notification to management
- Installing a product different than the original will require authorization prior to the start of the project.

- **REPORTING MAINTENANCE VIOLATIONS:**

- A process is posted on the WFCA website which provides for the reporting of a failure to maintain property in WFCA.
- If after complying with the identified process to request that a homeowner address a maintenance issue, the WFCA resorts to correcting the problem, in addition to the cost of the

repair/maintenance fee, an administrative fee of 10% of the cost of repair/maintenance with no less than \$35 and no more than \$150 will be charged to the homeowner.

- **SHORT-TERM RENTALS:** For short-term rentals, as exemplified by VRBA and Airbnb, the WFCA will make available two documents to all homeowners in the named neighborhoods of Bent Tree, Laurelwood, New Bent Tree, Olde Mill and Sweetbriar:
 - City ordinance regulating short-term rentals, to include information as to how to report violations to the city.
 - A “guideline” document which delineates a set of expectations relevant to short-term rentals. Homeowners renting to short-term renters will be expected to share these guidelines with their guests.
- **LONG-TERM RENTALS:** The Board will make information available to the homeowners in Bent Tree, Laurelwood, New Bent Tree, Olde Mill and Sweetbriar about the city ordinances for long-term rentals. The information will include how to access city information if a property has been approved as rental property.
- **INSTALLATION OF FENCES:** Legal counsel indicates a new CCR must be approved to provide changes in the current regulation. A draft of a new fence CCR was reviewed which provides provisions to approve fences:
 - Increasing the maximum allowable height from 4 feet to 6 feet above grade.
 - Expanding products that can be used to other than wood or chain link.
 - Providing for the installation of decorative fences in front yards not to exceed 3 feet
 - A discussion centered on one item in the draft of the Fencing CCR that would ban the installation of “stockade” fences. In this instance, the term “stockade fences” referenced those fences that tend to age poorly, with warping and discoloration. It is defined as posts and railings lined with pickets packed closely together, with no gaps between pickets and typically without finishing components which would improve their aesthetics. No resolution was obtained concerning this one issue.
- **NEXT STEPS:** Following legal input, information will be shared in the early fall with homeowners preceding the WFCA Annual General Meeting scheduled for November 7th.

COMMENTS: A homeowner voiced concerns regarding the plan to contract with PowerWasher Plus to remove mildew from the homes that have been deemed to need immediate attention. In response, PowerWasher Plus will be instructed to ensure that plants, siding and property will not be damaged.

NEW BUSINESS:

In response to a homeowner's inquiry, the Board agreed to promote a community-wide garage sale the weekend of June 29. WFCA will post yard signs and announcements on social media.

THL requested to be relieved of the Secretarial position. JS agreed to assume the position. SM motioned to accept the change, AD seconded it and the change in Secretary was approved unanimously.

SM suggested a possible option for filling the remaining Board vacancy. It was agreed that she should follow up to see if the person would be willing to serve.

Adjourned: AD moved to adjourn, JS seconded the motion, and the meeting was adjourned at 7:03 p.m.