

# The Williamsburg Times

Volume 1

Issue 1

Welcome to the first edition of our community newsletter! We hope that the regular distribution of this information will keep you in touch with what's happening around our property for both business and pleasure purposes. It would be great if we could include contributions from everyone as we get to know each other as neighbors and friends. If you have something you would like to contribute something that would be of interest to our residents, please get in touch with Melanie Hoffman or Catherine Bright.

## We are pleased to introduce you to the Williamsburg's new management company!

One of the more frequent questions that we've encountered, has to do with our new management company, Veracity, Inc. For example, people are curious as to the role of the new management company, what type of contacts they should receive, how that differs from the role of the board, ect.. The role of Veracity, Inc., is to implement the decisions and the policies established by the Board of Directors of the Williamsburg Homeowner's Association. The Board of Directors has control of all the common areas and amenities as well as the responsibility for the administration of the programs, services, and activities of the Association as established in the governing documents. You can reach Veracity, Inc. at (214) 368-3388.

### Veracity's services include:

- Collect dues
- Pay bills
- Keep records
- Provide financial reports to the Board
- Assisting the Board by obtaining bids for services
- Advise the Board about homeowner's association (HOA) procedures and rules. All regular service providers are contracted as independent contractors with separate contracts for each provider.

### Veracity's services do not include:

- Acting as an on-site manager or managing the property similar to an apartment manager.

### When you should contact Veracity:

- With questions about your HOA dues.
- To report a repair needed in the common areas of the property.
- Emergency repairs can be reported using the emergency paging number (214) 368-3388. All other questions, suggestions, or comments should be directed to one of the board members.

Board members to contact regarding issues: ( Contact must be made in writing via letter or email!)

Contact Lori Peniche—To submit suggestions or complaints regarding maintenance issues or services. Issues may include rules and regulations for the governing of the property such as dogs not on leashes, cars parked in the wrong areas, ect.

Contact Ted Rubin for suggestions or complaints about services.

Contact Melanie Huffman about suggestions or articles for the newsletter.

Please note: Homeowners or tenants are at no time authorized to directly contact service providers that are contracted to work for the Association. All communication should be limited to the management company.

## Highlight's from the January board meeting:

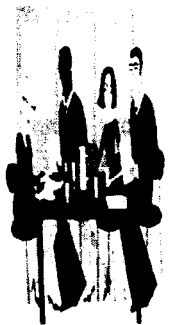
The board met on Wednesday, January 10th at 7:00 in the clubhouse. It is the decision of the board that only homeowners should be included in any HOA Board meetings, however, the board is committed to keeping all Williamsburg residents informed of any information regarding the property on a regular basis.

A number of decision were made that night with regards to various contracts in order to provide much needed service to our community. Vic Bosnich of Veracity, Inc. presented various bids for different services for the property and the board approved pursuing contracts with the select vendors to provide services for:

- Landscaping— to begin on March 1st
- Pool and porter service—service began on January 15th
- Pest and Termite Control—vendor to begin service as soon as notified. They will perform treatment for resident units at a cost of \$20.00 but only on the days that they are here to perform services to the property. If they come out to treat your unit on an unscheduled visit, the cost will be \$50. Please call Bizzy Bees at (972) 416-9404 to set up service. They will be out on February 7th if you would like to call their office to schedule an appointment.



What Board Members to contact for specific issues.

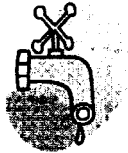


Gutter Treatment— Service has already been completed.

Arborist Services—Work has commenced to clear the property of low hanging limbs. Both arborists that were contacted for bids indicated that the willow tree towards the back of the property will need to be removed, and the HOA board has agreed with the recommendation.

So far, Veracity, Inc.'s help in securing new vendors will save us approximately \$28,000 per year!

The Board is focusing on services that will protect our property and keep it well groomed. Although we are doing our best to make repairs and improvements, the years of deferred maintenance is not something that can be cured quickly. Several roof leaks were reported during the recent rains, and we are doing our best to repair those as quickly as possible, with the limited resources available.



**If you live in the Williamsburg East (12680)** and are in need of plumbing repairs, you'll need to contact Veracity for instructions for having the water turned off for the appropriate service, since all the water will need to be turned off for all of the units. Since this affects all your neighbors, we ask that give everyone 24 hours notice, if at all possible.

**COME JOIN US FOR AN OPEN HOUSE!!!**

You are invited to an Open House at the Club House on Sunday, February, 25th from 2:00 to 4:00. Please join the HOA board and your neighbors for an afternoon of fun!

Speaking of the Club House... If you would like to use the Club House for an event, you will need to contact Ted Rubin. A \$100.00 deposit will be required, which will be returned to you as long as the rooms that are used are clean and left in good condition.

**HOUSEKEEPING:**

**Trash Reminder:** There will no longer be any trash pick up for residents and the trash holding area on the north side of the property is no longer being used and will not be emptied. If you see your neighbors putting trash out for pickup, please remind them that trash can no longer be left outside by the carports. All trash bags need to be put into the brown dumpsters located throughout the complex. Thanks for your assistance in this matter.



For the days that we experience sleet or ice, it is important to remember techniques that will make our stairways and walkways safe. Please make sure to clean up any of the materials that you use as the weather improves.

- Salt
- Sand
- Kitty Litter



**Financial Statements and HOA Dues Information**

Un-audited Financial Statement— January 24, 2007

Cash—\$18,319

Accounts Receivable (Dues and Special Assessments)—\$71,980

Accounts Payable—\$66,323

Reminder: The Special Assessment **MUST BE RECEIVED** no later than January 31st, or fees will begin to accrue. Due to the dire financial condition that we inherited, a strict collection policy will be followed which will allow late fees to be assessed for all dues received after the 15th of each month. Demand letters will be sent if payments are not received within the month they are due and liens will be filed and foreclosure notices will be sent, if necessary. Be sure to keep records of all payments to facilitate the correction of any errors.



**Board Members and Contact Information**

President: Lori Peniche  
Catherine Bright  
Margaret Diehl  
Melanie Hoffman  
Jeff Olson  
Holger Roehl  
Ted Rubin

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Please remember that the best way to contact board members is via email or putting your issue in writing.  
Look for our next newsletter in February!