

DIRECTORS PRESENT:  
CHRISTOPHER PAGLIARO  
SUSAN HENTZSCHEL

MINUTES RECORDED BY:  
SUSAN HENTZSCHEL

DIRECTORS NOT PRESENT:

LOCATION:  
VIRTUAL – ZOOM

MEMBERS PRESENT:

## HAMPTON FARMS PHASE II BOARD OF DIRECTOR MEETING MINUTES TUESDAY, FEBRUARY 15, 2022

### CALL TO ORDER:

- Virtual sign-in at 6:08 pm.

### FIRST MONTH OF SERVICE:

- C DAN JOYNER:
- SUBMIT PICTURE FOR HOA WEBSITE
  - Will submit picture and bio within the next 2 weeks for HOA Website.

### UNRESOLVED OLD BUSINESS:

- FINANCES: RESERVE SINCE 2016
  - Plan of Action:
    - Email Property Manager to see if she will shop for rates on behalf of the HOA Board. The HOA Board is interested in shopping rates at credit unions. If the Property Management Company does not shop for rate on behalf of the HOA Board, then the HOA Board will shop for rates.
    - Once a financial institution is chosen, the HOA Board will then determine the amount to be invested. The amount and financial institution will then be communicated to the Property Management Company who will then physically make the transaction on behalf of the HOA Board. At NO TIME will the HOA Board Members personally handle HOA Funds. All finances are directly handled by the Property Management Company.
- DRAINAGE ISSUE SINCE 2016
  - Plan of Action:
    - This has issue has been placed on hold.
- SECURITY CAMERA SINCE 2020
  - Plan of Action:
    - Due to increase in prices and over lapse in time since the last estimate; the HOA Board will request the Property Management to find new vendors/estimates.
    - A fellow homeowner recommended contacting the HOA of his old community as they were able to put in a security camera for an extra \$10 per household. The homeowner's old community was contacted; while it is true that it only cost each household an extra \$10, the equipment was purchased 10 years ago and a homeowner had installed it. The equipment is also a slightly different model than that the HOA is wanting for its community as the two systems are different in function.
    - According to the By-Laws/Covenants, the HOA Board does have the ability to do a "one-time/temporary" increase to suit the needs of the community. However, the HOA Board will take every measure to ensure that the HOA Fee increase does not take place.
- DETENTION POND SINCE 2020
  - Hampton Farms 2 HOA has stopped all payment in regards to detention pond maintenance as there has been a discrepancy in billing. According to records, Hampton Farms 2 HOA was paying \$75 every quarter in 2016, 2017 and part of 2018.

Without notification, the Property Management began paying \$112.50 every quarter for detention pond maintenance since 2018 to present day. The HOA Board has questioned the Property Management regarding this discrepancy to no avail. Because the Property Management failed to provide proof or explain the increase, the HOA Board stopped all payment in regards to detention pond maintenance since January 2021. As of date, the Property Management still has not provided an explanation but has only produced invoices. As of date, Hampton Farms 2 HOA has a current outstanding balance of \$450 to Hickerson Property Management for detention pond maintenance.

- Plan of Action:
  - HOA VP will contact Hickerson to speak with them directly to see if an explanation of increase can be provided, as well as receiving invoices for work.
  - HOA President will contact President of Phase 1 to see if a copy of an invoice can be obtained.
  - All payments will be held until increase verification can be provided.

**UPDATE:**

- **ENTRANCE SPOT LIGHTS:**
  - Since its installation in 2018, the HOA President has reported that the entrance sport lights are not working. In December 2021, HOA President met with Phil Harrison in person to discuss the repeated entrance spot light issue. The HOA was informed that the entrance spot lights have delicate diodes that if hit or bumped, a diode can break. When the diode breaks, then the spot light becomes dimmer and dimmer, until no more. The entrance spot lights is vulnerable to external forces, such as landscapers, pedestrians, debris, etc.
  - Plan of Action:
    - The HOA Board received a quote for 2 different spot lights. To replace the same exact existing model will be \$50 per unit. To upgrade to higher quality model would be \$100 per unit. The upgrade model will be on a 6 inch stem. Labor and Trip cost will be \$50. The HOA Board will vote between \$150 to \$250, respectively.
    - In order to protect/ensure that the diodes are not damaged, the HOA Board has decided to also purchase a metal cage. This cage will be shopped around at local hardware or online store.
    - HOA Board voted for the upgrade to a higher quality (\$250). HOA President will notify Phil Harrison.
- **CPA / TAXES**
  - Pope, Smith, Brown & King served as the CPA for Hampton Farms 2 HOA for tax preparation and filing for the last 5 years. As of late 2021, PSBK have changed their business modal and is no longer in the tax prep and filing business but in the tax consulting business. Therefore, they have transferred all of their accounts to P Graydon CPA.
  - The Property Management notified the HOA Board in November 2021 of this change. The Property Management tried to convince the HOA Board to use P Graydon CPA as Graydon is now the Property Management's CPA. The Property Management presented the following rates for HOA Tax Preparation and Filing:
    - If the HOA Board signs a 3 year agreement with P Graydon CPA then, Hampton Farms 2 HOA will pay the following:
      - 2021 - \$350
      - 2022 - \$460
      - 2023 - \$575

- If at any time the HOA Board decides to cancel the 3 year agreement, then Hampton Farms 2 HOA will have to repay all previous years discounts, meaning that Hampton Farms 2 HOA will pay the following:
  - 2021 - \$500
  - 2022 - \$535
  - 2023 - \$575
- The HOA President repeatedly explained to the Property Management that paying any of these rates will kill the community's budget. Hampton Farms 2 HOA has never paid no more than \$130 every year for HOA tax preparation and filing. The HOA President implored with the Property Management to no avail. The Property Management refused to assist the HOA Board in seeking other possible CPAs, leaving the responsibility to the HOA Board.
- The HOA Board contacted the following CPAs and received the following rates:
  - Montgomery & Company CPAs – Never Responded
  - The Hobbs Group PA – Spoke with Will Stevens \$200 (willing to do engagement letter to lockdown rate)
  - Foothills CPA – Spoke with Rajani Pudipeddi \$250
  - Jennings Cook & Company – Spoke with Doug Schmieding \$400
  - McDonald & Hudson – Spoke with Donna Hudson \$250
  - Miles CPA – Spoke with Wade Miles \$325
- The HOA Board decided and has voted Hobbs Group PA to be the new HOA CPA. Hobbs Group PA will perform HOA tax preparation and filing for \$200. The HOA Board was able to negotiate to lock-in the rate for a period of time. HOA President to contact Hobbs Group PA tomorrow (Wednesday February 16<sup>th</sup>) to inform of the selection and starting process.
- **LANDSCAPER**
  - Landscaper rate in 2021 was \$325 per month. New contract, landscaper rate increased by \$40; as of October 2021, Landscape will be \$365. After reviewing HOA financials, it was noticed that the landscaper charged \$365 for August 2021 and \$365 for September 2021. The Property Management paid it without checking. The HOA Board notified the Property Management of this error. The Property Management reached out the landscaper, who will adjust the rate for January and February. Therefore, January and February invoices will be \$325 to offset the \$80 difference.
- **DUKE ENERGY LIGHTS**
  - The following lights were repaired:
    - 304 HFT – completed – 12.22.2022
    - 220 Downs – completed – 12.22.2022
    - 215 Downs – completed – 12.22.2022
  - HOA Board Members will take turns conducting a drive through of the community in the evenings to ensure that street lights are working properly.
    - HOA VP will begin immediately in February, then alternating months.
    - HOA President will begin in March, then alternating months.

**NEW BUSINESS:**

- **DELINQUENT HOA ACCOUNTS:**
  - The following HOA Accounts are delinquent:
    - XXX HFT
    - XXX Stallion
    - XXX Downs
    - XXX Yearling
  - Will receive an update from Property Manager tomorrow (Wednesday, February 16<sup>th</sup>)

- Over the last several years, HOA Board requested several times from the Property Management Company access to Buildium so that finances may be viewed “real-time” as deposits are not “adding up” on the monthly financial statements. The Property Management continually gives the HOA Board the “run around”, excuses or is to no avail.
- Plan of Action:
  - HOA President will request again for Buildium access.
- **UPDATE COMMUNITY/NEWSLETTER EMAIL**
  - The HOA Board will explore various options to send out community newsletters. The Newsletter will serve as an opportunity for its neighbors to engage and enhance community living. Neighbors will be encouraged to contribute to the newsletter as well. For a minimal fee of (\$0.50 to \$1.00), Neighbors can also advertise the following, but not limited to:
    - Charity Events
    - Business
    - Services
    - Coupons
    - Yard Sale
  - There will be a small fee to advertise to help with printing cost as the newsletter will be done “in-house” by the HOA Board.
- **SCHEDULE ANNUAL HOA MEETING**
  - Due to COVID, the HOA Board has not been able to conduct an Annual HOA MEeting for the last 2 years (2020 & 2021); however, the HOA Board is trying to plan for one this year.
  - Plan of Action:
    - Being conscientious of others, the HOA Board will seek out places to conduct the Annual HOA Meeting, where space will be plenty.
      - The Berea Library is where the Annual HOA Meeting usually takes place. There is no cost to hold the meeting at the Berea Library. However, space is limited and depending on how many show up, there may not be enough space between each person(s).
      - HOA VP will contact Furman University to see if there is a big enough space available to conduct an Annual HOA Meeting.
      - HOA VP will contact Enoree Career Center for the same reason.
- **HOA WEBSITE AND EMAIL**
  - Plan of Action:
    - HOA President to update HOA Website in the next upcoming weeks.
    - The following additions will be made to the HOA Website:
      - HOA VP picture and bio
      - HOA’s Role: “What HOA Does and Do Not Do”
      - Newsletter
      - Meeting Minutes from 2021 to current

#### **OPEN FORUM**

- Due to inconsistencies and dissatisfactory service from the current Property Management Company, the HOA Board began looking for a replacement in April 2021. The HOA Board interviewed 7 different HOA Property Management Companies (Please see “Special Meeting Minutes 2021”).
- Plan of Action:
  - Since the HOA Board has a new HOA VP, the HOA Board will revisit/re-interview with at least 2 Property Management Companies again.

- Once the HOA Board obtains a replacement Property Management Company, the HOA Board will make an announcement to the community of the change.

**MEETING ADJOURNED**

- Meeting adjourned at 7:15 pm.