

DIRECTORS PRESENT:
Susan Hentzschel
Tim McKinney

MINUTES RECORDED BY:
Susan Hentzschel

DIRECTORS ABSENT:
Jim Smith

LOCATION:
C. Dan Joyner

MEMBER PRESENT:
Sarah Matheny Matheny, Association Property Manager

**HAMPTON FARMS II HOA BOARD OF DIRECTORS (BOD) MEETING WITH
ASSOCIATION PROPERTY MANAGER
MEETING MINUTES:
NOVEMBER 2.2017 AT 6 P.M.**

CALL TO ORDER:

Sarah Matheny Matheny called the meeting to order at 6:05 p.m. and chaired the meeting.

VERIFICATION OF QUORUM:

Sarah Matheny Matheny confirmed a quorum was established with 2 out of 3 Board of Director members were present.

AGENDA:

1. Financial Account Balance:

- Operating Account Balance as of November 2.2017: \$13,240.75
- After reviewing September 2017 Profit and Loss Statements, Susan Hentzschel (HOA BOD) inquired about a noticeable increase for services to C Dan Joyner. Up until September 2017, Hampton Farms II HOA was paying \$285 a month for their services. In September the mentioned amount increased to \$405. This increase occurred without the board's knowledge; therefore, HOA BOD would like to re-negotiate rates with C Dan Joyner.
Sarah Matheny, Association Property Manager, explained that as homes are being sold/closed on, the service fees will increase. \$405 covered 54 homes as of September 2017. However, this amount will increase and the price per home will also change. As of today, it is scheduled that Hampton Farms II will be paying approximately \$540 for 72 homes. Sarah, did state that she would speak with Alex of C Dan Joyner of a possible renegotiation of monthly service rate.
- As of November 2.2017 there are 4 homeowners that are delinquent on their 2017 HOA Association Fees. Those that are delinquent will receive a certified letter requesting payment within 15 days; if ignored, their account will be turned over to collections. If it is continued to be ignored than a lien will be placed on their home.
- HOA BOD revisited the possibility of offering its homeowners two different payment options for HOA Association Fees. The following was agreed upon and voted by Hampton Farms II Board of Directors as of November 2.2017:

OPTION A <u>PAY IN FULL OPTION</u>	OPTION B <u>PAY HALF & HALF OPTION</u>
Due January 1 st : \$300	Due January 1 st : \$150
Anything after January 31 st , a 10% late fee incur (HOA Fee \$300 + Late Fee \$30 = Total \$330)	Anything after January 31 st , a 10% late fee for the full HOA Fee amount (HOA Fee \$150 + Late Fee \$30 = Total \$180)
	Due June 1 st : \$150
	June 31 st : Account will be submitted to collections
	July 31 st : Lien will be placed on home.

Homeowner has until January 1st to make a decision; once decision has been made it cannot change until the following year. These options will be offered to Hampton Farms II homeowners beginning in 2018 and forward. Association Property Management will look into incorporating this into Hampton Farms II By-Laws/Covenants.

NEW BUSINESS:

2. Bob Reed Resignation Letter:

Hampton Farms II HOA Board of Directors and Association Property Management recognizes and accepts Bob Reed's resignation letter as of November 2.2017.

On October 19.2017, the HOA Board of Directors and Association Property Management recognized and accepted the resignation of Eddie Shadeed.

3. Entrance Sign Issues:

Sarah Matheny, Association Property Manager will contact John Williams, Developer regarding building permit for lights to entrance. Sarah will update HOA BOD upon receiving information from developer.

4. Architectural Review and Decision (ARC Request) Form:

HOA BOD reviewed and revised the current ARC Request Form. Due to legalities and risks involved, it has been determined by the HOA BOD that an Architectural Review and Decision Committee is not necessary and therefore, this verbiage will be removed from the ARC Request Form. It is the homeowner's sole responsibility to determine, ensure and comply with all governmental regulations, statutes, codes and zoning requirements. It is the responsibility of the homeowner to secure any and all permits, inspections, authorization, and/or permission from government agencies prior to work commencement. It is the homeowner's responsibility to ensure that any work commencing is within the property limits and meets all building setback and easement restrictions. Homeowner must complete an ARC Request Form each time and prior to construction of any structure. Approvals are based on the submission and completion of ARC Request Form, layout information/documentation, and payment of HOA Association Fees. All ARC Request Forms are to be submitted to Sarah Matheny, Association Property Manager. Revised ARC Request Form will also be available on Hampton Farms II website: www.HamptonFarms2HOA.com as well as on the C Dan Joyner Website.

5. Trash Dumping From Neighbor:

Trash has been dumped at the entrance of Hampton Farms II by an adjacent neighbor that is not a part of the Hampton Farms community. Tim McKinney (HOA BOD) has spoken with the neighbor about this matter a number of times and now the matter has been turned over to Sarah Matheny, Association Property Manager. Sarah Matheny will send a letter to neighbor and file a complaint with Greenville County as it is in violation of code.

6. 2018 Budget:

Sarah Matheny, Association Property Manager, will send HOA BOD a 2018 Budget for approval. 2018 Budget to be approved by December 1.2017.

7. Number of Board Members:

As of November 2.2017, Hampton Farms II HOA Board is a 3 member board. It has been decided that it is best that the Hampton Farms II HOA Board continue to remain as a 3 member board for better communication and quorum purposes. Current Hampton Farms II HOA Board of Directors are Susan Hentzschel, Tim McKinney and Jim Smith all of whom were elected and voted in during the Annual Hampton Farms II HOA Meeting that took place on May 4.2017.

8. Voting of Officers:

It has been decided that voting of officers will occur when all 3 board members are present.

OTHER/ADDITION TO AGENDA:

IMPROMPTU WITH DEVELOPER, JOHN WILLIAMS:

Tim McKinney and Susan Hentzschel (HOA BOD) had an impromptu meeting with developer, John Williams on Monday October 30.2017. John Williams was made aware that Hampton Farms II HOA BOD has been consulting with a real estate attorney to assist in building a case against the developer and builder if necessary.

Silk Fence Expense:

During this meeting, John Williams determined that S&K are responsible for removing the black silk fence after construction is completed on lot # 136. This is good news as this will no longer be at the Hampton Farms II HOA's expense.

Drainage Issue:

John Williams also stated once the construction is completed on lot # 136, he will have an engineer come out and survey the land behind the homes on Hampton Farms Trail and to try to resolve the drainage issue.

Leveling Land:

Tim McKinney (HOA BOD) also made John Williams aware that the land behind lots # 136, #137, and part of #138 is uneven and poses a challenge for Hampton Farms II's landscaper. John Williams will try to level the land out once construction has been completed on lot # 136.

PHASE II DECISION NOT TO MERGE WITH PHASE I:

The Board of Directors of Hampton Farms II strongly opposes merging with Phase I at this time. The mission of the Board of Directors of Hampton Farms II is to enhance and maintain the overall quality of life for the community of Hampton Farms Phase II through valuable and resourceful management of the Association, Property Management Team, enforcement of rules and covenants to protect property values and support initiatives that benefit the greater good of the community. It is to create a desirable and harmonious place in which to live; thus preserving quality return on investment for each homeowner. Phase I continues to prove violations that negatively impacts the neighborhood, which leads to decrease in property value, welcomes vandalism, affects the health of surrounding homes. Phase I fails to enforce rules and covenants and therefore, sets a negative tone to incoming prospect home buyers thus failing to protect the community's investment.

The Board of Directors of Hampton Farms II has discussed and will continue to discuss consequences to be set in motion and placed in the By-Laws/Covenants for the following:

"Fine System": The HOA BOD and Association Management will work on a penalty fine/tier for those who violate the By-Laws/Covenants.

"Towing": The HOA BOD and Association Management have discussed the possibility of property being towed at the owner's expense.

Sarah Matheny, Association Property Manager, will assist in placing these consequences into the By-Laws/Covenants.

Adjourn:

The meeting was adjourned at 8:00 p.m.