

**DIRECTORS PRESENT:**

*Susan Hentzschel*

*Joy Rodriguez*

*Whitney Wilson*

**MINUTES RECORDED BY:**

*Whitney Wilson*

**LOCATION:**

*Susan Hentzschel's Residence*

**MEMBER PRESENT:**

*Sarah Matheny, Association Property Manager*

**HAMPTON FARMS II HOA BOARD OF DIRECTORS (BOD) MEETING WITH  
ASSOCIATION PROPERTY MANAGER  
MEETING MINUTES: FRIDAY, AUGUST 17.2018 AT 9 AM**

**CALL TO ORDER:**

Susan Hentzschel called the meeting to order at 9:23 a.m. and chaired the meeting.

**VERIFICATION OF QUORUM:**

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

**AGENDA:**

**1. WELCOME WHITNEY WILSON**

Hampton Farms II HOA Board of Directors appoint Whitney Wilson as Hampton Farms II HOA Board Secretary

- Explanation of position and term
- Explanation of General Liability Insurance
- Welcome Packet:
  - Copies of all Meeting Minutes
  - Copies of 2018 Budget
  - Copy of Phase II Plot Map
  - Copy of Phase II Covenant, By-Laws, C Dan Joyner Service Agreement, and Violation Remedy
  - Copy of 2018 SC HOA Laws
  - Website and Contact Information for all Board Members and Association Manager
- Questions for HOA Board and/or Association Property Manager
- Picture submitted for HOA Website, will officially be posted as of August 17.2018

**2. Joy Rodriguez is appointed as Hampton Farms II HOA Board President**

**UPDATES:**

**1. Palmetto's Finest Landscaper**

- Contract Renewal is September 2018
- Irrigation Work

*Hampton Farms II HOA Board may not renew contract given irrigation work was scheduled to be complete in June and as of August 17<sup>th</sup>, the work still has not begun. No updates have been received from Palmetto's Finest, owner Tyler Cox regarding reason for delay. Property Manager will try contacting Tyler again and begin the process of seeking new landscapers.*
- Drainage & Quote Increase

*Original quote for work was \$5,650 (\$2690 for irrigation, \$2700 for drainage). This is the quote that Tyler presented to the Hampton Farms II Community during the Annual HOA Meeting that took place in May. On August 11<sup>th</sup>, Hampton Farms II HOA Board President and Property Manager recently met with Tyler Cox to go over the plans for the drainage system. The \$2700 quoted for the drainage is \$1900 for drainage system and \$800 for digging the trench. Tyler stated that if riprap is not installed during the initial installation then over time, the trench will erode due to inclement weather. When the trench is eroded, Hampton Farms II will be charged again for digging the same trench to put in the riprap. Therefore, Tyler recommended that riprap work be done simultaneously to avoid additional future costs. Tyler estimated the cost of riprap being an additional \$6000; bringing the total for the drainage system to \$8700. However, Tyler sent a proposal for the amount of \$16,450; of which, the HOA President turned down. The HOA Board and Property Manager will be working together to obtain new estimates from different vendors for the drainage work. Once a suitable estimate is received, Hampton Farms II Community will be notified.*

- X Hampton Farms Trail  
*An incident occurred while Palmetto's Finest was mowing the common area. A rock accidentally shattered a homeowner's sliding glass door. The incident occurred on July 2<sup>nd</sup> and as of this moment, the issue still has not be resolved. This incident is between the homeowner and Palmetto's Finest; however, the HOA President has been trying to assist the homeowners to getting this issue resolved.*
- XXX Stallion Road  
*Homeowner contacted HOA Board regarding drainage issues, will discuss in greater detail under "New Business" as it relates to the Class Action Lawsuit.*
- Neighborhood Watch Program Reschedule  
*HOA President and Property Manager are working to reschedule a separate special meeting for the Neighborhood Watch Program conducted by the Greenville County Sheriff's Department. The meeting will take around 45 minutes and will be hosted by a Greenville County Deputy Sheriff. Location is to be determined and announced to Hampton Farms II Community. After Neighborhood Watch Program takes place, Hampton Farms II HOA will purchase a Neighborhood Watch Program sign to post at the entrance. During this time, HOA Board will also find out if there are any other additional costs associated with the program, such as having a Sheriff or Police Officer drive through the community periodically.*

### 3. NEW BUSINESS

- Class Action Lawsuit  
*After extensive consultation, it has been found that Hampton Farms II HOA Board cannot pursue the developer and builder for property/community grading and drainage issues. Once the homeowner purchases the house, it and the lot that the house is on is considered private property. Once the purchasing contract is signed the homeowner agrees to accept the property "as is". However, the residents of Hampton Farms II can come together to file a class action lawsuit against the developer and builder. The HOA Board will try to assist as much as it can in this process.*
  - *M.S. of XXX Stallion Road has contacted a general contractor, Gonzalez Reyes Construction to provide quotes for drainage issues in Hampton Farms II. M.S. has also contacted an attorney who is willing to represent Hampton Farms II in a class action lawsuit against the developer and builder. Both contact information was given to the HOA President who have informed the HOA Board.*
  - *The first step, is to contact civil engineers, landscapers and Gonzalez Reyes Construction to meet with Hampton Farms II HOA Board and Property Manager to provide an estimate. HOA Board is seeking to work with those who are willing to provide free estimates. As drainage estimates will be done on those homeowners who have been affected. Second step, if the homeowner agrees with the estimate, the homeowner will have to pay for drainage repairs out of their own pocket. Then, all estimates and receipts will be given to the attorney who will then seek reimbursement on behalf of the homeowners. This process will be done one step at a time, and at each step, the homeowners who are affected will have the choice to participate at their own discretion.*
- New SC HOA Laws: Filing of By-Laws and Violation Remedy  
*New SC HOA Laws will go into effect in 2019. Hampton Farms II By-Laws and Violation Remedies will need to be filed by January 10, 2019 in order for the HOA Board to continue to enact them in 2019 and forward. Not doing so will violate SC HOA Law. Hampton Farms II CCRs (Covenants) were previously filed and can be enacted without filing.*
  - *The estimated cost for attorney review and filing is approximately \$250. An exact figure will be provided to Hampton Farms II HOA Board by the Property Management before any proceedings take place. The HOA Board voted to cover these fees within the existing budget.*
  - *Hampton Farms II HOA Board was informed that during this time of review and filing, any amendments/changes would be permissible. However, in order for changes to take place, the HOA Board will have to review Hampton Farms II CCRs (Covenants), By-Laws, and Violation Remedies to determine if any changes/amendments are needed before filing. Review needs to be completed by August 31<sup>st</sup> to discuss proposed changes. From there all changes need to be presented to the Hampton Farms Community 30 days prior to a special meeting that would be held later this year. Community must vote on all changes at the scheduled special meeting, vote must meet quorum.*

- “Slow Down For Safety” Sign  
*The current signs were mysteriously removed and will need to be replaced. Hampton Farms II HOA Vice President will pick up additional signs from Greenville DOT.*
- Copy of New General Liability Insurance Policy for HOA BOA Records  
*Property Manager to provide Hampton Farms II Board with new declaration page. General Liability Insurance was renewed on May 9, 2018 for \$1,202.00.*
- May and June Financials Reconciliation
  - \$400  
*After reconciling finances, Hampton Farms II HOA President noticed that \$400 was unaccounted for. It was determined that the discrepancy occurred sometime between April – May. During this time, C Dan Joyner had switched accountants. HOA President has brought this discrepancy to the attention of the HOA Board and Property Manager. Property Manager has asked HOA President to come to office to review the books and resolve the \$400 discrepancy.*
  - HOA Association Fee Summary Update  
*Update will be provided in July 2018 Financials.*

**ADJOURN:**

Meeting adjourned at 11:11 a.m.