



# SOUTH HAMPTON

## August 5, 2014 HOA Meeting Notes:

\*\*\*\*\*Draft Notes: Subject to Approval at the next Board Meeting\*\*\*\*\*

### Resident FYI: Sherwin Williams Painting Guide for South Hampton (SH)

As previously report the Architectural Review Committee (ARC) has teamed up with Sherwin Williams in the development of a painting guide for this community. Andy Lane gave a presentation of the draft of the guide

#### Objectives:

It's a starting point for homeowners (HO) thinking about painting the exterior of their house. With most HO's five plus years go by before the house needs to be repainted and new products are being introduces all the time new products. The guide will help HO's learn about the different types of painting products, ask the right questions and items to look for when comparing contractor proposals, list the steps for a successful painting project and provide a list of painting contractors that Sherwin William typically works with. HO's who select pre-reviewed, pre-approved colors by the ARC shown in the guide for the house, trim, doors and shutters colors will reduce and facilitate the review and approval time for house painting applications. Right now there are 22 basic colors to paint the house, 23 accent colors for the doors and shutters and 16 trim colors for HO's to choose from. The list of colors will be expanded as time goes on to include houses that have original colors still on their homes. Finally we are working with Sherwin Williams to offer a discount for SH residents who buy their products from them.

Homeowners still need to submit a modification application and wait for the approval letter from the ARC.

The guide is still in draft form and will be added to the website as soon as it's finished hopefully sometime this month.

The hope is that with the pre-approval of colors it will make it will aid the HO's in application submittal process.

#### Call to Order:

The Board of Directors called to order this meeting on **Tuesday, August 5, 2014** by Paul Lentine at 5:30 p.m. at the Watson Building conference room.

#### Roll Call:

Present: Derek Cioffi (President), Dan Beasley (Vice President), Paul Lentine (Secretary), Larry Ingalls (Treasurer), Paul Andruzzi (Parliamentarian), Michael Strocchi (Community Association Manager), Quorum established.

#### Approval of Previous Meeting Minutes

**MOTION:** Motion by Paul Andruzzi to approve the July 1 meeting notes. Dan Beasley seconded the motion. All in favor. Motion passed 5 - 0.

#### Manager's Report: presented by Michael Strocchi

- A. Tim Scholl's last day working for FSR was Friday, Aug 1<sup>st</sup>. Tim has accepted a new job outside of FSR. Michael Strocchi is now SH's Community Association Manager.
- B. The Amenity Center project is underway. The new building is well on its way toward completion and opening in December of this year.
- C. The Boat and RV storage area has been cleaned up. FSR continues to fill the remaining 3 spaces with people on the waiting list. Second payment notices were sent out on July 2<sup>nd</sup>.
- D. Additional quotes have been received for rail ties between the spaces in the Boat and RV storage area. Recycled rubber berms are being looked into as an alternative to wooden landscape timbers.
- E. People continue to park vehicles on the common area grass. "No Parking" signs are being looked into.
- F. Austin Outdoors has replaced the trees and bushes at the West entrance that were damaged from an accident.

- G. Washout near the fire hydrant off Lyndhurst - Tim again talked with JEA about the washout near the hydrant and they are not going to fill in the washout area. At this point neither JEA nor SJ's county own up to the damage. Austin Outdoors has been asked to provide a price to bring in fill for the area.
- H. Quotes obtained by FSR for the pool furniture have been turned over to the Clubhouse and Recreation Committee for their comments and input. Two options were considered. Refurnish the existing furniture or purchase new furniture. It appears that it will be less expensive to buy new furniture.
- I. Austin has now trimmed the trees at the basketball court twice however additional trimming is needed to have full light shine down on the courts. Austin has been asked to provide a price to return.
- J. A storm water culvert pipe that runs next to 2116 W. Quay Street to a retention pond in back of the house appears to be damaged. The ground down near the pond over the buried pipe is sinking. There is a large oak tree very close to the area in question and it may be that the roots from the tree have dislodged a section of the culvert pipe. SJ County was contacted to investigate this further however they responded by saying that the SH Covenants and Restrictions state that the HOA is responsible. This is being looked in further. The county has offered to come out to the site with a camera that can be put into the pipe to see where and what the problem is.
- K. Sprinkler repair update – Austin is just about done with the repairs. As was reported previously a lot of equipment has been upgraded because of its age or because it was damaged by lightning over the years. The new controllers being installed in a number of locations are modular. Now if a new controller fails the entire controller unit does not have to be replaced, as was the case with the previous controllers, just the individual component.
- L. Violations – 9 violations were written in July.
- M. Delinquencies – FRS provided to the board a printout of the delinquencies
- N. Financials – FSR provided the financials to the board. Financials are also available to homeowners upon request by contacting Michael Strocchi at michael.strocchi@fsresidential.com
- O. Residences with any problems, issues or concerns should contact Michael Strocchi. First Service Residential office number is (904) 733-3334, ext. 3733 and his email address is michael.strocchi@fsresidential.com.

**Committee updates:**

**Architectural Committee Report:** Paul Lentine, *chair*

- The website has been updated with a checklist for residents considering projects. This checklist notes the required documents that should be submitted along with the Modification Application. This was developed by the ARC to help reduce the time it takes to get applications reviewed
- The following project was submitted, reviewed and presented to the board.

|   | Address              | Project                               | Submittal Date | Comments   | Approval Date |
|---|----------------------|---------------------------------------|----------------|--|---------------|
| 1 | 2221 W. Clovelly Ln. | Replace Concrete Driveway with Pavers | 05/27/14       | ** ARC Recommends Approval<br>Approved by Dan and Paul | 7/13/14       |
| 2 | 1270 Garrison Dr.    | Extend Patio                          | 06/10/14       | ** ARC Recommends Approval<br>Approved by Dan and Paul | 7/25/14       |
| 3 | 2625 Tunbridge Ln.   | House Painting                        | 06/25/14       | ** ARC Recommends Approval<br>Approved by Dan and Paul | 7/16/14       |
| 4 | 870 Garrison Dr.     | House Painting                        | 07/14/14       | ** ARC Recommends Approval<br>Approved by Dan and Paul | 7/20/14       |
| 5 | 2307 W. Clovelly Ln. | House Painting                        | 7/28/14        | ** ARC Recommends Approval<br>Approved by Dan and Paul | 7/29/14       |
|   |                      |                                       |                |  |               |

Construction Committee Report: Brian Schulz, chair

Work is continuing on the Amenity Center Project. As you drive by one can see the block walls for the fitness and the multi-purposed room going up. Wet Engineering is in the process of obtaining bids to install a small splash area to replace the Kidde pool. The project is on schedule.

Information on the new Amenity Center can be found on SH website.

Clubhouse and Recreational Committee - Tina Perez, Jaci Easterling Co-Chairs

The Clubhouse and Recreation Committee will convene in the coming weeks to discuss furniture option for both inside and outside the new amenity facility.

Finance Committee Larry Ingalls, chair

There are currently 175 Homeowners with a past due balance owed to the association. Of these, 30 have been sent to our attorney for collections, another 3 are in bankruptcy, and 28 owe less than \$100.

Our assessments were due July 1<sup>st</sup>, past due notices were mailed out August 1<sup>st</sup>, and any past due homeowners will be turned over to our attorney for collections on August 15<sup>th</sup>. Since the association incurs an expense when referring homeowners to the attorney, the board discussed the possibility of developing a threshold. The board decided and voted that homeowners owing less than \$100 would not be referred to our attorney, though the balance due would remain on their account, accruing interest and fees.

**MOTION:** the motion that we do not transfer anyone to Ansbacher for less than \$100 owed to HOA. Larry Ingalls made the motion. Dan Beasley seconded the motion. All in favor. Motion passed 5 – 0.

Current Policy for South Hampton HOA fees

\* HOA assessments are due January 1<sup>st</sup> and July 1<sup>st</sup> of each year.

\* Late notices are sent out February 1<sup>st</sup> and August 1<sup>st</sup> and Homeowners have 14 days to pay their outstanding balance. If payment is not received by February 14<sup>th</sup> and August 14<sup>th</sup> the accounts are assessed a billing fee and start incurring 8% interest.

\* February 15<sup>th</sup> and August 15<sup>th</sup> – Past due Homeowners owing \$100 or more will be sent to the SH attorney where the account is charged a minimum attorney fee of \$500 plus interest.

HO's who owe less than \$100 will be charged interest for every month the account remains unpaid.

Larry talked about SH having three different entries (called accounts) in our Consolidated Balance Sheet. One being an interest account and the other two created by FirstService Residential without our direction. Larry suggested that we consolidate these 3 entries, down to two in order to make it clearer for the homeowners. This only pertains to entries in our Balance Sheet, not money in our bank accounts.

**MOTION:** to consolidate the two reserve accounts into one account. The new account # is 30000 - Reserves, and we will eliminate account 30000 113b – Reserves Building – General, and eliminate account 30000 34 – Reserves Maintenance.

Larry Ingalls made the motion. Paul Lentine seconded the motion. All in favor. Motion passed 5 – 0.

Golf Club Committee: Keith Faunce, chair

No report given

Lakes - Landscaping Committee: Kelly Papineau, chair

Austin Outdoors has completed all the work on the community sprinkler systems.

Lakes/Landscape committee is in need of volunteers. Anyone interested should contact Michael Strocchi.

FSR, who gets the reports from Charles Aquatic on the condition of the ponds is not sending them to the board. It was noted that the pond along the 8<sup>th</sup> fairway has algae in it as it does this time of the year. It's a function of the heat and the level of the water.

Rules and Compliance Committee: John Petry, chair

FSR issued 9 violation letters for the month of July.

RV and Boat Storage Committee: Derek Cioffi, chair

There was a meeting on August 4 amongst committee members. The weeds are growing back and the storage lot needs to be sprayed for weeds ASAP. Additionally, the units in in the following spaces are in violation:

1. Space 20 A: boat no current tags, no plate on trailer
2. Space 42: have not lived here in several years; house is currently a rental; need to remove RV from lot immediately – this has been brought up to FSR several times in the past. Let us know how we can help.
3. Space 43: tow dolly attached to back of RV; sticks out into driving path and is causing a hazard for renters opposite trying to back their boat trailers in; need moved immediately
4. Space 29 was previously: – boat was 2 yrs delinquent on tags last month; looking for an update on this one

With the transition to Michael letters that should have been sent out need to be verified.

Security Committee: Paul Andruzzi, chair

Things are good here in the community. No items to report.

All residences are reminded to report any suspicious activity by calling the Sheriffs Department's **non emergency number: 904.834.8304. For emergencies call 911**

Social Committee: Jacci Easterling, Chair

No report given

*If you have any questions regarding the Social Committee or how you can be part of the planning and fun, please email Heather Hill, our Lifestyles Director with First Service Residential at [heather.hill@fsresidential.com](mailto:heather.hill@fsresidential.com).*

South Hampton Living Magazine Committee: Derek Cioffi, Temporary chair

SH is in need of a chairperson who would coordinate the SH Living Magazine. Derek stated the magazine will stop if no one steps forward to oversee it. This is unfortunate because this is one of the main ways to communicate with South Hampton Residents.

If anyone has any interesting articles please submit them to Heather at FSR. ([Heather.hill@fsresidential.com](mailto:Heather.hill@fsresidential.com))

Old Business:

None

New Business

**Amenity Center** – As reported above the project has started and working towards a Dec 2014 completion.

**Sandbox in the West Entrance Park** – The board voted to remove the sandbox and will look into a geosphere or something else to replace it. Josh will be removing it and Austin will put down some mulch where the sand box was. Dan Beasley is taking the lead on this project.

**No Parking on Grass** – Residents are reminded that there is no parking on grass areas. Most of these areas have sprinklers that may be damaged if a vehicle drives over them. It's also not good for the grass.

**2015 Budgets** – The board started working on the 2015 budgets

**2015 Election/Nominating Community** – Elections are fast approaching and this committee made up of one board member and 3 to 5 residents needs to review the application and determine if any changes need to be made. This is a 90 to 120 day process. Please contact Michael Strocchi if you are interested in being on this committee.

The meeting was opened up to the attendees as a round table as asked if there were any other items to discuss. No other comments or questions were presented.

**MOTION:** Derek Cioffi made a motion to adjourn the meeting. Paul Andruzzi seconded the motion. All in favor. Motion passed 5 – 0. Meeting adjourned at 7:17 PM

**Next HOA Meeting will be on Tuesday, September 2 at 5:30 PM at the Watson Building**

Respectfully submitted,

Paul Lentine, Secretary, South Hampton HOA Board