

**HAMPTONS AT MAPLEWOOD
HOMEOWNERS ASSOCIATION INC.
BOARD OF DIRECTORS MEETING**

Thursday, February 24, 2011 @ 6:00 p.m.
Location: Bristol Management Office

MINUTES

Meeting called to order at 6:00 pm by the President Lou Marcati

Present:	President	Lou Marcati
	Vice President	Richard Miller
	Secretary	Richard Thomas
	Director	Ricki Finnan
	Bristol Management	Pamela Adams, LCAM

Appointment of Director to Board:

A position on the Board became available at the resignation of Charles Siebrecht. A replacement can be appointed by the Board. Julia Kitzerow was asked to fill the position. Mrs. Kitzerow accepted the request. A motion was made to appoint Julia (Jules) Kitzerow to the Board of Directors effective immediately by Ricki Finnan, seconded by Rich Miller and approved unanimously. Mrs. Kitzerow joined the Board for the remainder of the meeting.

Minutes:

The minutes of the November 30 Board Meeting were reviewed. Richard Thomas motioned to accept the minutes, seconded by Rich Miller and unanimously approved. The minutes of the January 27 Board Meeting were reviewed. Ricki Finnan motioned to accept the minutes, seconded by Rich Miller and unanimously approved.

Presidents Report:

Lou Marcati brought the Board Members and Owners present up to date on many projects. Lou began by welcoming Jules Kitzerow to the Board. Jules has a background in HOA business and will be a great asset to the Board. The Annual Meeting is next month. Gary Fields, Esq. will be in attendance and will run the meeting. Fred Dulas, CPA will also be attending the Annual Meeting and will have the 2010 Final Audit to be reviewed. A draft was reviewed by the Board and one correction will be made and the final report will be completed. The final tree count and list of locations has been completed by the Town. Work is anticipated to begin soon. The lake levels continue to drop and be of concern. Dredging of the lake bed near the pump is scheduled to be completed, allowing for more water to accumulate in the area of the pump. The intake screens are being cleaned and a gauge will be added at the submerged pump to monitor water heights. Additional work is being discussed in new business for additional dredging. The paint project is going very well. Phase III should be completed in early April. Concerns about the drought conditions and use of the fountains need to be addressed.

Financials:

Pam Adams introduced Fred Dulas, CPA. Fred was hired to complete the 2010 Financial Audit. Fred prepared a draft audit which was distributed to the Board. Fred reported that the 2010 Tax Return was completed and no taxes are due. The Final 2010 Audit will be completed by March 1. Fred reviewed the operations for the year and discussed the Bad Debt conditions and actions being taken to lessen the effect of bad debt on the Association. The final assessment made by Fred was that the HOA was in very good financial shape and has adequate reserves. Fred will be present at the Annual Meeting to review his report with the Membership.

Committee Reports:

ACC:

George Lipinski reported that due to resignation or removal of committee members, there are currently only two members on the ACC Committee; George Lipinski and Kay Anderson.

ACC applications are processed via email.

Recent applications included approval of tile at the entry and walkway, coach light replacement and sliding glass door replacements. There were applications denied due to changes in overall community appearance concerns. No decisions or consideration will be made at this time on changes to garage door, front/side doors or side wall color changes. Following completion of the paint project, these items may be considered for review. Further ACC violations were noted. An Owner who was denied a fence that was installed without permission appealed the decision to the Board for review. This matter is addressed under new business. It appears that a home based business is still in operation. Code Enforcement will be notified. The Board will review the community for items placed on the exterior walls of homes for possible violation. Board Members will determine some parameters for these items. Fences and gates installed without permission will be reviewed for violation.

Appeals Committee:

There is currently no activity.

Landscape Committee:

The landscape of the community looks great considering the drought conditions and hard cold suffered recently. A list of ornamental trees in the community was reviewed for needed trimming. Kay Anderson and Ricki Finnan asked to have the landscaper address these trees, many of which are extremely overgrown. It was agreed to have a section of trees completed and reviewed. This work is not included in the maintenance. A landscape review is planned for March 1.

Open Forum/Non-Agenda Items:

There were a few Owners in attendance.

A resident requested that more information be detailed in ACC Letters. Management will review the responses and confirm detailed information is provided.

There was a request to add trash cans in common areas on Phase III. Two locations were determined. Management was instructed to purchase 2 additional trash cans. Southern Exposure will be informed of the additional cans for pick up with others.

Management Report:

Pam Adams reported the following:

Work Orders and Violation Notices are being processed. A report of active projects was presented to the Board. Pam has held meetings on site with many contractors for projects proposed, such as the pump system and lake conditions. Painting of homes continues with very favorable responses from Owners. All information for Phase III homes is now posted on the website. Phase II have been sent color choice letters. Additional information is also provided for Owners about the painting and stages of painting. Owners are encouraged to review this information.

Old Business:

Tree Removal/Sidewalk/Gutter Repairs by Town: Additional work has been authorized by the Town for tree removal and ultimately the sidewalk and curb repair. The final list of trees has been provided and work is anticipated to begin shortly. Management will notify the Landscaper and Irrigation Contractors of this upcoming project.

Painting Project: The painting is in full swing. To date approximately 57 homes have been completed. The response from Owners has been great. Work on the common wall is in progress and will continue until the wall has been completed. The interior side of the common walls will be painted one color to match the home. A review of delinquent payments for paint finds only 10 Owners late in paying for the \$750 Plan. Certified letters will be sent to those remaining stating failure to pay within 10 days will result in turn over to the Attorney for collection.

Pump Maintenance – Watertronics: The new surge protector has been installed on the pump. Adjustments were made to the system in an effort to stop high pressure alarms that were occurring.

Lake Dredging: Dredging of the lake was approved to increase water levels at the irrigation pump station. Work is scheduled to commence on February 25. After further review another area of the lake has a high section that would benefit from dredging. Anchor Marine proposed another one day of dredging with a \$500 savings to complete this work. Dick Thomas motioned to approve the proposal submitted, Rich Miller seconded and The Board unanimously approved the additional work for a total of \$5,500. In addition to dredging, Anchor will clean the intake screens to the pump and add a gauge stick to the pump indicating a 2' red line for low water conditions at the pump.

Entry Wall Stone Enhancements: Following the pressure cleaning of the front walls it was noticed that the stone looked great. It was suggested that a sealant be considered to bring out the appearance of the stone. Management has requested a proposal from Regal Paint.

New Business:

Palm Tree Trimming Proposal – Southern Exposure submitted a proposal to trim the Sabal and Fan Palms throughout the community (933 trees) at \$13.00 per tree, for a total cost of \$12,129. Richard Thomas motioned to approve, Ricki Finnan seconded and the motion passed unanimously.

Oak Tree Trimming Proposal - Southern Exposure submitted a proposal to trim the Street Oaks in Phase III (216) at a cost of \$35.00 per tree, for a total of \$7,560. Richard Thomas motioned to approve, Ricki Finnan seconded and the motion passed unanimously. The oaks will be done after the palm trees are completed. Oaks marked by the Town for removal were not included in the count for trimming. Landscaper will be instructed to “hard cut” these trees as has been approved by the Town. A significant savings of \$15.00 per tree has been accomplished by using Southern Exposure for this service.

Annual Meeting 2011 – The 2011 Annual Meeting is scheduled for Thursday, March 24, 2011 at the Town of Jupiter Community Building. It was suggested that Gary Fields, Attorney for the HOA be invited to discuss current conditions related to delinquent properties and other legal aspects of HOA's. Fred Dulas, CPA will be present to review the financials of the HOA. Chief Kitzerow will be invited to attend the meeting to discuss police matters.

ACC Committee Member Appointment - The Board of Directors recommended that another member be placed on the ACC Committee. A request from Jill Dalton had been received for consideration. The Board agreed to appoint Jill Dalton to serve on the ACC Committee. The Committee now consists of three members: George Lipinski, Kay Anderson and Jill Dalton.

Traffic Calming Proposal to Town – Due to ongoing speeding on Hampton Place when entering and leaving Phase III, it was suggested that the Town be asked to conduct a study for consideration of a speed table or two in this location. A letter was prepared by Pam Adams, reviewed by the Board and approved to be sent to the Town for consideration.

Entry Wall Signs, Lights & Landscape Renovations: Rich Miller is investigating options for improvements to the entry walls. These improvements would include new signs, updated lighting and landscape. Rich brought some options for consideration for the Board to review. The overall response was positive. Rich was instructed to get 3 proposals for the new signage for the Board to review. Based on estimates obtained, costs for this project are anticipated to be approximately \$10,000.

Fountain Spray Pattern – The fountain located in front of Phase III does not give the same effect as the one in the back lake. Management has requested a proposal to match the fountain spray nozzle. Future Horizons is looking for the necessary part and will provide a proposal.

Fountain Times – The fountains are currently running daily from about 9 a.m. to 11 p.m. There was discussion on reducing the run times due to drought conditions. After discussion, it was determined to leave the timers set as they are.

Next Board Meeting: The next meeting of the Board will be the Annual Meeting, March 24, 2011.

There being no further business before the Board the meeting was adjourned.

Respectfully Submitted,

Pamela Adams, LCAM
For and On Behalf of the Board of Directors