



HOA Board Meeting Agenda

August 7, 2023; Call to order 7:07pm (3Q2023)

President: Michele Valencia
Vice President/Treasurer: Mark Pfister (A)
Secretary: Brianna Williams
Director at Large: Bob Taylor
Director at Large: Jason Lowe

Director at Large: Julie Hutto
Director at Large: Bill Klinger
Director at Large: Erick Rock
Director at Large: Brian Agee

Managing Agent: Tracy Sullivan, All-In-One (AIO)

Quorum Requirement: 5

Minutes from April Board Meeting

Provided with Agenda

Approved

Treasurer's Report – As of 7/31/2023

Michele Valencia

- Operating Acct - \$103,409.57
- Reserve - \$77,107.78
- Total Assets - \$180,517.35
- Delinquencies (Appendix A)

Unfinished Business

- Update on Clubhouse Repair/Insurance Claim Michele Valencia & Tracy Sullivan
The clubhouse update is nearly complete, including electrical and staining. The majority of the furniture is in and touch ups to the walls will be completed soon. Several board members will work together in the next week to assemble furniture. We have some money left in the budget that we can use on Christmas decor (most of which was also ruined in the flood.) We hope to have the Clubhouse available for rent in the next few weeks if everything goes according to plan.
- Update on Playground Project: Julie Hutto & Brianna Williams
We have had difficulty getting in touch with our preferred equipment vendor this summer. Brianna will make an attempt to meet with a new vendor if we cannot connect with the preferred vendor this week.
- Update on Password Protected Directory on Website (PW: M@rietta181) Jason Lowe
Jason demonstrated how to use the private (password protected) section of the website. The board voted to approve going with this program (cost of \$200 per year) that will allow access to a password protected, voluntary directory and list of services represented by business-owners within the neighborhood.
- Violations Michele Valencia
 - 1404 Hampton Glen Dr – Update on unapproved addition in rear of house:
Homeowner is working with a new contractor and agrees to have the renovations completed within 3 months. Bob Taylor agreed to make a list of the violations on this property to include in a letter to the homeowner. The homeowner will need to submit renovation plans to the Architectural Committee before moving forward.
 - 1411 Hampton Glen Dr – Violation and remediation of landscaping. Michele spoke with this homeowner about some of his overgrown bushes and weeds, and fee delinquencies. There are some extenuating circumstances. The board is still discussing how to appropriately address the landscaping concerns while being sensitive to the homeowner circumstances, and engagement of other family members, or specialized services.
 - 2312 Edisto Place: rental company has not been paying the HOA dues. Tracy will send a letter and if they remain non-compliant we will refuse to renew their lease agreement.

- 2311 Edisto Place- this homeowner was on a payment plan but it appears that they may have missed a payment or two. Tracy is going to check on it and will notify us of their status.

New Business

- Fee Increase for Leased Properties and Recent Audit (Appendix B) approved. Michele Valencia
- The board is considering raising the prices to rent the clubhouse and other common areas, but has not officially decided on that yet.
- Updating Covenants
All members of the board agree to read through the current covenants and bylaws in order to determine if any changes should be made in updating them and presenting them to the neighborhood. To pass new covenants we would need signed approval from two-thirds of the entire neighborhood.

Adjourn 8:59 pm

Michele Valencia

Future Meeting Dates

- Q4 Meeting – Tue, Oct 17, 7p
- Q1 (2024) Meeting – Mon, Feb 5, 6:30p
- Q2 (2024) Annual Meeting & Board Meeting – Mon, Apr 15, 7p

Appendix A:

**Hampton Glen HOA
AR Aged Owner Balances By Address**

Posted Date 07/31/2023

Account #	Status	Resident Contact	Unit	Current	30 - 59 Days	60 - 89 Days	>90 Days	Balance
16819	Final Warni	Young,Donnay T & Kereyell L	2311 Edisto Place	0.00	0.00	0.00	680.00	680.00
16854	First Warni	Brock,Shintasha L	1427 Fenwick Drive	0.00	0.00	50.00	0.00	50.00
16858		Bradley,George & Christine	1430 Fenwick Drive	0.00	0.00	0.00	1.00	1.00
16865		Hamid,Raza & Humaria	1440 Fenwick Drive	150.00	0.00	0.00	0.00	150.00
16891	Collections	Gallichio,Todd & Denise	1473 Fenwick Drive	25.00	274.00	100.83	900.00	1,299.83
* 16896	Collections	May,Kayl	1477 Fenwick Drive	0.00	0.00	0.00	3,327.22	3,327.22
16913	First Warni	Flowers,Rochelle	2276 Fenwick Pointe	175.42	300.00	350.00	50.00	875.42
16935	Collections	Young,Frank & Nelda	1411 Hampton Glen Drive	325.00	324.00	105.42	1,930.00	2,684.42
16956	Final Warni	Williams,Tricia	2392 Westport Circle	5.83	55.83	75.83	700.00	837.49
16974	Final Warni	Holley,Grace	2425 Westport Circle	0.00	300.00	100.83	25.00	425.83
33034		Schebler,Steve & Loren	1665 Westport Pointe	50.00	0.00	0.00	0.00	50.00
38743	Final Warni	Delaware LLC,HP Georgia	2312 Edisto Place	0.00	0.00	70.31	649.00	719.31
Count:	12			731.25	1,253.83	853.22	8,262.22	11,100.52

Property Totals

# Units	# Builder	# Resident	# Owners	# Tenants	Owner Ratio
181	0	181	178	3	98.34%

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Posted Date 07/31/2023

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Charge Code Summary

Description	G/L Acct #	Amount
AIO Collect Fee	15000	583.00
Assessment	15000	4,543.97
Delinquency Credit Report F	15000	1,375.00
Fines	15000	1,825.00
Interest	15000	100.65
Late Fee	15000	429.90
Legal/Collection Fee	15000	1,943.00
Special Assessment	15000	300.00
		11,100.52

Appendix B:



Hampton Glen HOA

Rentals as of: 8/4/2023

PERMITS	
Allowed	12
Issued	9
Available	<u>3</u>
Lease Permits	9
Hardship Permits	<u>0</u>
Total Authorized	<u>9</u>
Rental Wait List	0

RENTALS	
Compliant Rentals	9
Violations	1
<i>No Permit:</i>	1
<i>Short Term:</i>	0
<i>Fractional:</i>	0
Total Rentals	<u>10</u>
Rental Rate	6%
Watch List	0

Status	Permit	Address	Owner Name	Lease End Date	Tenant Name	Tenant Email	Tenant Phone	Missing Documents	Notes
Confirmed Authorized	Lease Permit	1436 Fenwick Drive	American Homes 4 Rent C/O AH4R HOA Dept	5/15/2024	Jonathan Stinson	revj47@yahoo.com	512-632-2627		Owner confirmed rental activity
Confirmed Authorized	Lease Permit	1458 Fenwick Drive	Yiyang Sun		(Between Tenants)	(Between Tenants)	(Between Tenants)	Copy of Lease, Tenant Contact Info	Owner confirmed rental activity
Confirmed Authorized	Lease Permit	1469 Fenwick Drive	Justin & Leslie Liang	9/14/2023	Gary and Pharis Joachim	gjoachim@mirabeland.com	770-355-7090		Owner confirmed rental activity
Confirmed Authorized	Lease Permit	1481 Fenwick Drive	Patricia Fashaw	7/1/2024	Keith & Jenna Belfanti		678-492-2334		Owner confirmed rental activity
Confirmed Authorized	Lease Permit	1492 Fenwick Drive	Tim & Isabel Monaghan	12/31/2023	Corey and Krisstar Otis	krisstarstreet@gmail.com ; coofcitk@gmail.com	310-404-3948		Owner confirmed rental activity
Confirmed Authorized	Lease Permit	2312 Edisto Place	HP Georgia Delaware LLC	10/3/2026	Jesus Bustos; Jennifer Garcia	jesus.alejandro2110@gmail.com; Jenniferromero73@gmail.com	470-775-5092; 404-455-7516		Owner confirmed rental activity
Confirmed Authorized	Lease Permit	2379 Westport Circle	Avin Properties LLC	8/31/2024	Steven Joseph & Kristina Passi	stevenjoseph1909@gmail.com; kristinapassi@outlook.com	904-446-6821		Owner confirmed rental activity
Confirmed Authorized	Lease Permit	2412 Westport Circle	Invitation Homes	12/21/2023	Lamar & Einnaf Austin		773-648-3317; 312-399-2508		Owner confirmed rental activity
Suspected Authorized	Pending Permit	2373 Westport Circle	Chris Schebler					Copy of Lease, Tenant Contact Info	PMC lists as a rental, Did not dispute rental letter
Suspected Unauthorized	No	1427 Fenwick Drive	Shintasha L Brock					Copy of Lease, Tenant Contact Info	Alternate address, Expired rental listing found, Tax discrepancy, Did not dispute rental letter