

**Southampton Community Association  
Board of Directors Meeting Minutes  
Wednesday, February 8, 2012**

**The President Dion James , called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 6:33 p.m. in CAM offices at 1008 Park Avenue, Orange Park, Fl. IAW 720.112(2) (c), F.S.**

**I. Roll call:**

- a. President – Dion James                      P
- b. Vice President – Jim Dowling             P
- c. Secretary/Treasurer – Keith Money     P
- d. Director – Fran Watson                     P
- e. Director – Ray Potts                        P

Also present was Bob Woods of the CAM team, for Linda Woods Southampton Property Manager. Homeowner John Neff was present.

**II. Reading of Minutes: Date for Wednesday, January 11, 2011.**

A motion was made by Keith Money and second by Fran Watson to wave the reading of the minutes due to everyone having an opportunity to read the minutes before hand. None opposed, motion carried.

Corrections: Keith Money made a motion and Fran Watson second to accept the minutes with no corrections. None opposed, motion carried.

**III. Reading of Treasurer Report:**

Bob Woods presented January’s financials. The accounts control by Southampton as of January 31, 2012 was,

Compass and CAB Operating Accounts .....24,079.63  
Compass Money Market Account.....13,185.03

**IV. Unfinished Business:**

- a) Title: Sign Maintenance

*approved*  
*3/7/12*  
*BW*

Bob Woods re-inspected the signs at the entrance and was happy to report they look better. Dion James also inspected and said he was happy with the results. The bulletin board at the Island was vandalized again. Dion James explained for Board the case is still open, but the police are not investigating further. If some one is caught in the future vandalizing the bulletin board, then they can be held accountable for all the past damages to the bulletin board. The glass in the doors had to be replaced. To prevent this from happening again video surveillance was suggested. Ray Potts was asks Bob Woods to gather the information required for the board and he will present it as soon as it becomes available.

**b) Title: Plant Selection**

Fran Watson was assisted by a master gardener about the plants at the front entrance and what could be done. She recommended we do not buy any more plants at this time. She will be available to assist the HOA with landscaping the front entrance this Saturday, February 11, from 10am till noon. Bob Woods will have it posted on the web page that this is a community event and all is welcome to come and get involved. Bring a gardening tool.

**c) Title: College park retention pond**

Bob Woods informed the board the Clay County Manager said, "The County has run out of options with the pond." There is no funding for this project. The county will not take on some thing this size without funding. Dion James suggested that the people of Dartmouth contact your local elected officials and inquire what action is the County proceeding with on this item.

**d) Title: 2053 Frogmore**

County Code Enforcement visited the house and filed a report with the county. They agreed with the Board that this yard is a problem with multiply kinds of debris and trash. There is enough evidence to support rodents and snakes are a problem at this address. Bob Woods spoke with Jerry Smith of the organization and they have not made a decision what action to take. He will keep the CAM Team informed.

**e) Title: Letters of intent to Lien**

On the 6<sup>TH</sup> of February the CAM team sent out letters of intent to Lien for those who are past due on their annual assessment fees for 2012.

**f) Title: Vacant Lot 2807 in Southampton**

The Cam Team sent the owner a letter explaining our position. The owner has not responded. The Board instructed Bob Woods to contact Cushall and have them to stop cutting this lot and adjust their payment as needed. If the owner does not comply by maintaining the lot then the board will act with forced cut and bill the owner directly.

## **V. New Business:**

### **a) Title: Parking**

The CAM Team has had reports of people parking in the vacant homes driveways. The Board does not condone it and they are not taking a position on it.

### **b) Title: Spring Clean-up**

Dion James requested the CAM Team to send out the annual spring clean-up letter to the homeowners. The board agreed the letter should be released on March 01, 2012. This will give the homeowners time get their yards in shape for summer.

### **c) Title: Failure to submit an ARC request**

According to the Covenants, Article V, No building, fence, wall or other structure shall be commenced, erected or maintained upon the property, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials and location in relation to surrounding structures and topography by declarant. The policy of the board is if a homeowner fails to comply the CAM team will send the homeowner a letter explaining to them the procedure. If the homeowner does not reply within 48 hours then it will be turned over to the attorney for processing. Once the lawyer is involved they will send the homeowner a letter explaining to them what they are in violation of and they will be a fee for the lawyers involvement an it will be passed on to the homeowner.

### **d) Title: Water meters**

Ray Potts contacted the Clay County Utility Authority on behalf of the Southampton Community Association Board of Directors about the size of water meters the Development currently have in operation at the island and the front entrance. He talked with an engineer from Water Company and he explained the tier system they use for billing. The one at the island is costing us more money. If we replace the meter at the island with a smaller size meter then we will be saving around \$15.00 dollars a month. It will cost around \$200.00 dollars to swap out the meters. Bob Woods ask what the meter size was going to change too. Ray Potts was not certain of the new meter size and said he will e-mail or call Bob Woods with the correct information. Ray Potts made a motion to change out the meter at the island to save money. Jim Dowling second the motion. None opposed, motion carried. Bob Woods said he will get a plumber on it as soon as Ray Potts get him the new meter size.

## **VI. Committees Report:**

### **a) Title: Welcome committee**

No new homeowners

**b) Title:** ARC committee

An ARC request for 2060 Frogmore Drive was submitted for replacement of their windows. It was approved on 2-3-12.

An ARC request was submitted for 1769 Dartmouth Drive to install Patio screen room on back of dwelling. It was approved 2-7-12.

ARC 1644 Dartmouth Drive has been completed.

**c) Title:** Violation Tractor

The violation tracker was reviewed and Bob Woods feels that everyone in general is getting on board and complying. He reminded everyone this is not a fast process and will take time.

**VII. Adjournment:** Next meeting was scheduled for March 7, 2012, 6:30 p.m. in the CAM offices at 1008 Park Avenue, Orange Park, Fl. There being no further business Dion James called for a motion to adjourn: a motion to adjourn was made by Jim Dowling. Meeting was adjourn at 8:28 p.m.