

WELCOME TO FAIRFIELD PONTE VEDRA

Fairfield Ponte Vedra Association, Inc., (the Master association), was incorporated in 1988 and operates per By-Laws, Articles of Incorporation, Covenants and Operating Rules, and is comprised of six incorporated sub-Associations and eight unincorporated sub-Divisions. The Master association is governed by a Board of Directors who oversee the Fairfield common property and the unincorporated sub-Divisions. The Master association has Operating Rules used for common property and for sub-Associations and sub-Divisions who choose to refer issues to the Master.

Each incorporated sub-Association and unincorporated sub-Division has their own governing documents, available from the property manager. The Fairfield Operating Rules are on-line at **Fairfield's website, www.fairfield-pv.com**

Fairfield Master Board meets on the 3rd Wednesday of the month, except July and December, 7:00 PM at the Clubhouse. Sub-Associations also hold meetings and your property manager can provide that information.

PROPERTY MANAGER for the Master association is Signature; Shelby Hansen, representative, tel. 940-9882 x-114; fax. 940-4830, Email: shelbyhansensrm@gmail.com Signature is the property manager for all the subs except Court Homes. *If you have a question about Fairfield, contact the property manager.* Fairfield Master Association's Property Manager is on-site at Fairfield on Tuesdays and Thursdays, 9:00-12:30 and that telephone is 285-5648.

DUES for the Master and dues for the Incorporated sub-Associations (not the sub-Divisions) are paid quarterly, due April 1, July 1, October 1, January 1, payable to Fairfield Ponte Vedra Assn. and also payable to the sub-Association. Separate checks are required. Billings are sent 30 days prior to due dates. *Direct your billing questions to Noreen Cantrell, 904-268-0035.*

Operating Rules, including Architectural Review procedures, RV Lot procedures and Clubhouse use, are available from the Property Manager, and on the Website.

VEHICLE REGISTRATION

Resident vehicles must display a Fairfield decal and current year sticker.

Registration Forms are available at the Gate House, and on-line at Fairfield's website, www.fairfield-pv.com. Return the completed form to the access control officer at the Gate House, along with a copy of your current Florida Vehicle Registration. Direct questions to the access control officer, 285-4861, Monday-Friday, from 8AM-2PM, or to the Property Manager, 940-9882 x-114.

Re-registration is performed annually between Jan 1 - February 28. Non-resident family members who have Family decals are also required to re-register their vehicles.

ARCHITECTURAL CONTROLS (abstracts)

Architectural Controls. What approvals are needed for exterior changes, and from whom? For alterations that appear to the outside of your house, approval is required from the Architectural Review Board (ARB) of the Master if you live in a sub-Division, or from your sub-Association's ARB.

Alterations include, but are not limited to, re-roofing (even if shingles are said to be "the same"), fencing, driveway paving, driveway coating colors, house exterior paint color, storm panels, decorative improvements, alterations to exterior, landscape drainage plan, and installation of satellite dishes and antenna. Most covenants also require the preservation of existing trees where possible.

Docks. Docks of any type are prohibited without the express, written approval of the Master Association.

Fences. Requests for fences and other similar structures must be submitted to the Architectural Review Board (either the Master ARB or a sub-association ARB). The ARB may require that the appearance, composition and color of any fence be consistent with fences of surrounding homes, or if no precedent, recommend and approve maximum four (4) ft. height black iron/aluminum see-through that does not obstruct sightlines. Fences or any other structures are not permitted within common property lake maintenance easements. Construction must not interfere with common area underground irrigation lines. Chain link fences will not be allowed in residential areas of the community. Please contact the Master ARB or your sub-Association ARB for complete guideline.

Plumbing/Slab Leak Repairs. *Re-piping domestic water supply does not require ARB approval, unless there is exposed piping which can be seen from the street.* Utility lines, electrical meters, irrigation timers, and other devices should be located on the side of houses and not in view from the roadway. Exposed piping at the front of a house is not acceptable. ARB members will meet with homeowners to develop a mutually acceptable alternative that will meet the community's standards.

Roofs. Replacing the roof material also requires ARB review. After 15-20 years the "same" shingles are not obtainable. Avoid a costly mistake and contact the ARB first.

ENROLL NOW TO RECEIVE BULLETINS FROM THE FAIRFIELD WEBMASTER

Fairfield's webmaster sends safety and security alerts, and Media Releases issued by the St Johns County Sheriffs Office. You may place yourself on the secure and private distribution list by registering your name and address with the Webmaster at fairfieldpv@bellsouth.net This is voluntary and addresses will not be disseminated or shared with others.

FREQUENTLY ASKED QUESTIONS

EMERGENCY? POLICE MATTER? CALL 911 or the Sheriffs Office, 273-3052. Do not call the Guard House for emergencies or police matters.

Exercise Room, Tennis Courts. How do I get access to the Exercise Room or to the Tennis Courts? The Access Control Security Officer at the Gate House will provide the key for your use. Persons under the age of 15 are not allowed in the Exercise Room. Guests of residents may use the exercise facility while staying overnight in the home of a resident or if not an overnight guest, then only infrequently, not to exceed once a month.

Access to Service People, Contractors? Call the Access Control Security Officer (285-4861) and provide the guard with the name of the vendor and when he is to be allowed in.

Parking and Trucks. Incorporated sub-Associations have varying rules so check your individual Covenants. **Court Homes and Carriage Houses do not allow trucks in driveways.** They must be parked in the garage or at the Clubhouse parking lot.

Excerpted from the Master Association Rule 4.4, Parking:

Vehicles are to be parked in the garage, driveway or common areas designated for the parking of motorized vehicles, defined as four-wheeled cars, family passenger vans, and small pickup trucks (1/2 ton payload or less) with noncommercial registry and bearing no advertising, logos, design or other commercial identification. (Refer to Rule 5.1 for parking of commercial vehicles.) Vehicles may not be parked on lawns, grassy areas, hardscape, or common property not designated as a parking area other than in garages or driveways. On-street parking by homeowners, visitors or vendors is permitted between 6AM and 2AM provided vehicles do not prevent access of vehicles including fire rescue ladder truck, emergency medical and/or utility company vehicles. ***Parking is prohibited at all times on one-lane streets.*** Overnight parking, (2:00AM - 6:00AM), on any street in Fairfield is prohibited. Parking on a street opposite another vehicle at any time is prohibited*. Extenuating circumstances, on a non-recurring basis, may require overnight street parking, without blocking access noted herein, and must be called into the guard house by the homeowner to avoid receiving a ticket. The Master Association, on June 15, 2011, approved fines for overnight parking violations, as observed and recorded by the Security company. A first-time warning notice will be issued; further violations will incur fines as set forth in Fairfield's procedures and in accordance with State Statute 720.305.

****Reference St Johns County Ordinance 2006-58.***

4.4.1. Vehicles blocking street access by emergency vehicles, including fire rescue, emergency medical and/or utility company vehicles will be cause for the Sheriffs Office to be called to handle the violation. If the safety issue cannot be resolved by the Sheriffs Office, the vehicle(s) will be removed, *at owners expense.*

4.5 **All Other Vehicles** Other motorized vehicles that do not meet the specifications of Rule 4.4, such as but not limited to Ford F-250 and F-350s or comparably sized trucks, as well as boats, trailers, campers, motor homes, travel trailers, trucks, golf carts, scooters, motorcycles, commercial vans/panel trucks with solid panels seating more than 9 people, and commercial vehicles may be parked in the resident's garage or in designated parking areas within Fairfield, with prior permission from the Master Association. These requests will be dealt with on an 'as available' basis and will be for short-term usage only. These same restrictions apply to said vehicles in sub-associations/sub-divisions unless specifically permitted by a sub-association's/subdivision's covenants. Parking of RVs (including motor homes (Class A & C), travel trailers, fifth-wheel travel trailers, pickup truck campers, tent trailers, boats and boat trailers, ATVs and trailers, and utility trailers used for recreational purposes (ref. RV1.3) is permitted in sub-association/subdivisions only for brief periods for the purpose of loading/unloading/cleaning – a maximum of five hours, before and after trips.

4.6 **Automobiles.** Automobiles without advertising or logos shall be permitted to be parked in driveways and garages. Automobiles with logos or advertising are prohibited from being parked in sub-association/divisions unless parked in garages or in areas specifically set aside and designed for that purpose.

4.7 Passenger Vans. Passenger vans not outfitted for recreational purposes may be parked in driveways and garages. A passenger van is defined as weighing less than 5,000 pounds, has seating for more than two (2) persons and has non-commercial license plates. 'Outfitted for recreational purposes' shall mean a van that has running water, LP gas and/or sanitary waste facilities.

4.8 Trucks and Non-Passenger Vans. All other trucks, not described in Article 4.4, or non-passenger vans used as the resident's usual form of transportation, are required to be parked in the garage or in specially designated areas, regardless of whether they bear commercial tags and/or have advertising or logos. Specially designated areas are available in the Clubhouse parking lot but may not be left unused or stored; guest use of the Clubhouse parking lot is for short periods of time, through the Property Manager.

IRRIGATION - Who should I call if my sprinklers don't work? The system on personal property is the responsibility of the homeowner. *The homeowner is responsible for underground irrigation breaks on their private property, and for damages caused by their contractors that occur on their property or to the sub-association/subdivision/Master Association loop lines.*

The sub-Association/sub-Division is responsible for an irrigation line break on the lines running from the Master Association (common property) lines to the loop line into and throughout the sub-Association's common property. Line breaks outside the loop line are the Master Association's responsibility. Aside from the obvious break on private property, it would be wise to contact one of the sub Board members (or Master Property Manager) and ask that the Master Association's irrigation company make the determination as to who is responsible for repairing the break.

LANDSCAPE MAINTENANCE for the Master and for the sub-Associations is contracted with Precision Turf (tel. 262-6089). Contract provides for weekly grass cutting from April 1 through October 30; twice-monthly from November 1 through March 31. Contracts vary with each sub.

GARBAGE COLLECTION

Household garbage Seaboard Waste System picks up household garbage on Wednesday. Trash may be placed curbside after 5pm the day prior to pick-up. If you need to dispose of large items such as a refrigerator, call Seaboard at 825-0991, who will provide you with a date when they will pick it up, free.

Household Recyclables Seaboard picks up newspapers/cardboard (flattened boxes)/bottles and certain plastics, and garden clippings/branches on Monday.

Hazardous materials can be taken to the County Reclamation center on Phillips Hwy (Rt 1), south of CR 210, Mon-Sat. Items include paint, oil, batteries, computers, monitors, and TVs.

Fairfield Association is the 'Master Association' for the 448 homes of the Fairfield Community. The Assn. governs the use of the common property, as set forth in the Covenants and Articles of Incorporation of the Assn. There are six incorporated sub-associations within Fairfield, guided by their own Covenants for their areas (not common) and most have their own Boards. The eight unincorporated sub-divisions are also guided by their own Covenants (refer to the Azalea Pt. I document) for their areas (not common), but use the Master Board. All common areas, e.g. lakes, roads, sidewalks, clubhouse, recreation areas, RV lot, access control, etc. are under the purview of the Master association. The remainder of the unincorporated sub-associations fall under the Covenants and Articles of Incorporation of the Master Assn. Ideally the Master Assn. Board is comprised of a member from each sub-association. Meetings are held at the Clubhouse the 3rd Wednesday of every month except July and December. The current board members representing each sub-association are as follows:

<p>Azalea Pt. I (not incorporated) 28 Homes</p> <p>Bill Westington Phone: 973-713-9795</p>	<p>Azalea Pt. IID (not incorporated) 34 Home</p> <p>Philip Smith, Secretary Phone:347-1194</p>	<p>Carriage Houses (incorporated) 42 Homes</p> <p>Gigi Longhini, Director Phone: 273-8332</p>	<p>Pool Villas I&II (incorporated) 21 Homes</p> <p>Barbara Ames, Director Phone:285-5126</p>
<p>Azalea Pt. IIA (not incorporated) 40 Homes</p> <p><i>Representative needed</i></p>	<p>Azalea Pt. III (not incorporated) 22 Homes</p> <p>Peter Greene, Treasurer Phone: 280-4157</p>	<p>Club Cottages (incorporated) 42 Homes</p> <p>George Ely, Director Phone:285-6629</p>	<p>Pool Villas III (not incorporated) 47 Homes</p> <p>Brian Mickley, President Phone: 273-4333</p>
<p>Azalea Pt. IIB (not incorporated) 36 Homes</p> <p>Lois Remolde - Director Phone: 285-9274</p>	<p>Bay Island Cove (inc.) 36 Homes</p> <p>Bill Tunstall - Vice President Phone: 285-8464</p>	<p>Court Homes (incorporated) 46 Homes</p> <p>Joseph Mitchell, Director Phone: 285-9215 Email:</p>	<p>Property Manager <i>Ms. S. Hansen</i> <i>On site at Fairfield on Tuesday and Thursdays from 9:00-12:30.</i> <i>Office:(904) 940-9882 ext 114</i> <i>On-site tel. is 285-5648</i> <i>Email:</i> <i>fairfield_assn@fairfield-pv.com</i></p>
<p>Azalea Pt. IIC (not incorporated) 37 Homes</p> <p>John Bates - Director Phone : 280-8358</p>	<p>Bay Hill (incorporated) 3 Homes (represented by Bay Island Cove)</p>	<p>Glen Eagles (not incorporated) 14 Homes</p> <p>Geoffrey Black, Director Phone: 373-0685</p>	

January 2012

FREQUENTLY USED TELEPHONE NUMBERS

EMERGENCY

ACCESS - NORTH GATE	<u>911</u> 285-4861
FIRE DEPARTMENT - Non-emergency 285-2030	Emergency 285-6555
PROPERTY MANAGER – Fairfield Master & BIC	940-9882 (Shelby)
ST. JOHNS COUNTY ANNEX in PV	285-5945
SHERIFF Ponte Vedra 273-3052 ; ST JOHNS COUNTY 824-8304	
TAX COLLECTOR St Johns County	285-5092
VEHICLE REGISTRATION	823-2270
WEBSITE – FAIRFIELD	http://www.fairfield-pv.com
Webmaster's email:	fairfieldpv@bellsouth.net

HOSPITALS / MEDICAL CARE

BAPTIST MEDICAL CENTER – DOWNTOWN JAX	202-2000
BAPTIST BEACHES HOSPITAL – JAX BEACH	627-2900
BAPTIST MEDICAL CTR-SOUTH (Old St Aug Rd)	271-6000
MAYO CLINIC – JAX	953-2000
MEMORIAL HOSPITAL – JAX	399-6111
SHANDS JACKSONVILLE	244-0411
ST VINCENT'S MED. CTR. (nee St Luke's)	296-3700
WOLFSON CHILDREN'S HOSPITAL	202-8000

UTILITIES

CABLE/TV - COMCAST	266-2278
ELECTRICITY – BEACHES ENERGY SERVICES	247-6241
GARBAGE & RECYCLE –SEABOARD Waste System	825-0991
TELEPHONE/TV - AT&T	Residential 800-767-2355
	Repairs 800-247-2020
WATER & SEWER – St Johns Cty Utilities	904-209-2700

SCHOOLS

LANDRUM MIDDLE SCHOOL	285-9080
NEASE HIGH SCHOOL	355-2857
OCEAN PALMS ELEMENTARY	285-9160
PONTE VEDRA HIGH SCHOOL	547-7350
PONTE VEDRA-PALM VALLEY ELEMENTARY	285-6022
RAWLINGS ELEMENTARY	273-4983

MISCELLANEOUS

BEACHES LEADER NEWSPAPER	249-9033
FLORIDA TIMES-UNION (DAILY NEWSPAPER)	359-4255
LIBRARY – PONTE VEDRA BEACH	273-0495
PONTE VEDRA RECORDER NEWSPAPER	285-8831
POST OFFICE – PONTE VEDRA BEACH	543-1697