

**Hampton Cove Owners Association
Board Meeting Minutes
July 20, 2009
Location: Hampton House**

Present: Blake Bentley, Reggie Spivey, AJ Jattuso, Jose Sanchez, Kathy Jones, Teresa Snyder, Lindsey Perry, Russ Beshirs, and Cindy Norton

Blake Bentley called the meeting to order at 6:08.

The guest Michael Brooks was not present so the meeting moved forward.

Cindy presented a financial review including a year to date status of Operations Funds and Capital funds. After much discussion Reggie Spivey made a motion to request a formal banking and finance proposal from the Director. Motion passed.

Mr. Brooks arrived and 6:20 and Blake ended discussion to hear his concerns regarding lawn care in Stoneleigh.

Committee Reports was next on the agenda

Water & Land

Kathy reported the progress on the Garden Clubs plan, three benches were installed and trees were planted a spillway. Kathy also reported on the community service work performed by the young residents that had vandalized common ground. All has satisfactorily completed their community service work.

Long Range Planning

Russ Beshirs reported there was not a meeting of the committee.

Operations Review

Lindsey Perry presented the current status of the relocation of the office, and presented for a review a general overall cost estimate and the package from the decorator. Currently the estimated move in is the second week of August. Next the compliance violation report was presented and brought to the board's attention that the numbers had increased dramatically. Various discussions followed. With the positive results Cindy stated she would like to hire Tracey in the part time compliance and architectural review position approved earlier this year. It would also be considered to add the lawn care community contract management to this position. Discussion followed. It was agreed that Lindsey and Cindy would write a specific set of job requirements and present via email to the board, in order to accomplish this by the next meeting. The search would still be made for an Administrative person.

A modification to the fining process was presented by the Director, and is attached and a part of these minutes. Reggie Spivey made a motion to pass the modification to the fining process and Kathy seconded. Motion passed.

Russ Beshirs made a motion to fine 3113 Honor's Row as requested. Lindsey seconded motion passed.

Architectural Review

AJ Jattuso reported that Tony Pollard had communicated with him regarding a new house plan for the Wellstone lot. No formal submission has been received yet.

Discussion followed regarding the letters approved previously via email to clean up construction sites in HC. These items will be submitted to an attorney for opinion prior to any action.

New Business

Cindy reported that the Greenway/LCR work had not made it into our neighborhoods yet but should any day. She will be attending the construction meeting on July 29th for the latest update.

Cindy presented a map of lot 21 in Stoneleigh Terrace and a verbal request from Marshall Drew with the Golf Course that the golf course be allowed to access and modify the drainage affecting the lot. This would require that they install drainage in HCOA common ground and access it. Russ made a motion to approve and AJ seconded, motion passed.

Russ also requested that the Director investigate responsibility for the concrete drainage culvert at the end of Wellstone with the goal of getting the growth out and improving water flow.

Hampton Cove Owners Association Financial Overview

Overview

Jan-July 17th

2009 Budget

negative is remaining to spend
positive is overspent

INCOME

Income

4000 · REVENUE-DUES	675,751.24	670,950.00	4,801.24
4002 · REVENUE-P/Y DUES (PRORATED)	6,201.68	6,365.00	-163.32
4030 · PLAN APPROVAL FEES	2,100.00	4,500.00	-2,400.00
4040 · REV-CAP IMP FUND (FR DUES)	0.00	0.00	0.00
4100 · REVENUE-MISCELLANEOUS	14,677.13	11,000.00	3,677.13
4104 · Reim. admin costs-SLT, ES, MIL	10,660.00	19,600.00	-8,940.00
4105 · LATE FEES, liens & related	5,102.50	6,000.00	-897.50

Total Income-YTD **714,492.55** **718,415.00** **-3,922.45**

Expense

5000 · Payroll and Related	92,149.54	198,920.07	-106,770.53
6001 · Administrative Expenses	26,081.81	69,405.00	-43,323.19
7000 · CONTRACTS GRDS-LAWNS	107,358.48	223,260.00	-115,901.52
7200 · GROUNDS AND IRRIGATIO -IN HOUSE	44,473.10	95,701.93	-51,228.83
8001 · PROPERTY MAINT. & IMPROVEMENT	12,763.10	122,228.00	-109,464.90
9000 · TAXES & Capital Contribution	32,067.08	8,900.00	23,167.08

Total Expense **314,893.11** **718,415.00** **-403,521.89**

Net Ordinary Income **399,599.44** **0.00** **399,599.44**

Spendable dollars **398,692.88**

July 17, 2009 Current Funds in

SB Operation	\$173,078.11		
Superior	\$223,960.65		
	397,038.76		

HCOA Fining Process: Established Mar 17, 2003

Motion to establish a fine schedule:

Since the February meeting several emails have been sent regarding various ways to structure a fine schedule. Scott Dalton suggested not having so many categories and simply having a fine for covenant violations. Any destruction to property would be handled by the City of Huntsville's Police Department, so we should eliminate that from our fine schedule.

After much discussion it was decided that upon learning of a covenant violation the office staff will send the first letter notifying the resident of the violation, notifying the resident of the specific action they must take to correct the violation, and giving them a specific deadline in which to reach compliance. Before the staff can impose a fine on any resident the issue must first be brought before the board of directors for review. If the board votes to impose the fine, the HCOA staff will send a second letter to the resident stating that the resident has "X" number of days (with the "X" number of days to be determined by the Board in each instance) to comply or the fine will be assessed. If the date passes and still compliance has not been achieved, the HCOA staff will send a third letter stating that the fine is imposed plus the \$5 per day fee assessed until the matter is resolved.

Bill Chapman made a motion to accept instituting a \$200 fine for noncompliance of covenants with the procedure as outlined above for imposing such a fine, Judy Loncaric seconded the motion. The motion passed with a majority vote.

Modification of Practice July 20, 2009

Update:

In addition to the above if a resident repeats the original violation within thirty days (i.e. returns their boat/motor home/trailer regularly, execute a mod without approval) this will be considered by the board as a second and then third violation. The board may vote to fine a repeat offender the third time they repeat the offense.

**Hampton Cove Owners Association
Board Meeting Minutes
June 15, 2009**

Location: HCOA Office

Present: Robert Vigil, Kathy Jones, Teresa Snyder, Lindsey Perry, Russ Beshirs, and Cindy Norton,

Vice President Robert Vigil called the meeting to order at 6:02 pm

First on the agenda was Tom Devenish who reported several compliance violations and represented the board with issues he has had with the water pressure at his home. Mr. Devenish left at 6:20 and Blake Bentley joined the meeting at 6:15.

Committee Reports was next on the agenda

Water & Land

Robert Vigil reported that most items for the committee were on track and there were no major events to report.

Long Range Planning

Russ Beshirs and Kathy presented a general overview of the surveys received. There were 232 surveys received from the community and the compiled data would be used as one of the basis for the long range planning committee

Operations Review

Lindsey and Blake had reviewed the lease. Since Blake has executed numerous leases he reported that the lease was standard and a few simple items were negotiated. Discussion followed about the design of the office and Kathy Jones, made a motion to lease the described lease. Jose seconded motion carried. Lindsey made a motion to utilize the services of a decorator to prepare and interior decoration plan and execute it upon board approval. Robert seconded and motion passed.

Architectural Review

AJ Jattuso entered the meeting at about 7pm and reported the letter sent to Twelve Stones residents by Tony Pollard. It was further discussed that ARC had approved the plan but had put a letter in the mail to withdraw approval immediately and for the builder to cease and desist all activity related to the construction of the house. It is reported that some of the Twelve Stones homeowners will attend the meeting tonight.

New Business

Cindy reported an update that all the parents of the Madrey Park incident had responded positively, and were working with Kathy to assist the Garden Club.

The next item was the Greenway Expansion and Little Cove Road extension. Cindy reviewed information about the beginning of the construction which will begin in the next several weeks. She presented a letter that will be sent to the communities affected to notify them of pending construction.

Robert Vigil made a motion to adjourn at 8pm, Blake seconded motion carried.