

**Hampton Cove Owners Association  
Board Meeting Minutes Feb. 28, 2011  
Submitted by Cindy Norton**

The board meeting was called to order at 6:05 pm by President, Blake Bentley. Board members present were Robert Vigil, Donn Hall, Kathy Jones, Jose Sanchez and AJ Jattuso, and Lindsey Perry. Not present: Chuck Saunders and Lane Wilson.

Residents Present were: Phil Tucker of Glenn Eagles.  
Tim Singleton, Kathy Tanner and Jennifer Thorington-Hines from the Hampton House Board and Staff.

Phil Tucker made a plea for money to repair and seal the wooden Dock on Hampton Cove Lake.

Robert Vigil made a **motion** seconded by Jose Sanchez to approve \$800.00 plus material cost for Billy Rodgers of Rodgers Painting and Repair to dress up and seal the dock. Motion passed and Phil will get with Cindy to make arrangements.

Tim Singleton of the Hampton House requested that the HCOA Board appoint a committee to work directly with the Hampton House Board to create an agreement and a plan for the HCOA to be located on the Hampton House property. The board agreed this was a great idea and will appoint a committee.

*Did we delegate this to F&LRP with involvement by the President, and Director? What did we officially do?*

The Issues Summary was presented and Cindy presented that the numbers were not high and there did not appear to be any overwhelming issues from residents at the moment. A few items were discussed.

The year end financial summary was reviewed by Cindy Norton and is attached and made part of these minutes. Cindy Norton reported that as of today we had have received \$699,705.00 in 2011 dues, and that 48 invoices for 2011 dues remain outstanding. Collection agency has generated one check from the outstanding 2010 dues. Cindy Norton presented a summary of the year end conditions for the three lawn care accounts. By next month a list of liens will be presented to the board for filing for both annual dues and lawn care fees.

Lindsey Perry requested that Operations Review to be moved up on the agenda because he needed to leave the meeting. He presented drafts of job descriptions to the board, asked for their input via phone or email.

The Land Committee was next of the agenda and discussion proceeded regarding the chemical provider for the LCC's and the common ground. The board agreed to have and invite the current contractor to meet with interested board members to discuss possibilities.

The Water Committee was next on the agenda and Robert Vigil reported that the Firm committee had raised some of the money that will be needed to address the flood map issue. Robert Vigil made a motion to requesting all entities present desired modifications to the board for approval before any work takes place. Discussion concluding this was in place by authority of the board already. Motion died for lack of a second.

Finance and Long Range Planning was next. Donn Hall reported he had a preliminary meeting the Cindy Norton to review previous documents related to the committee, and he requested everyone's input about the items Long Range Planning would need to consider.

AJ Jattuso reported for Architectural Review the number of property modifications since the last meeting. AJ also discussed the seawall needs. He met with the director and a contractor to determine the amount of seawall needed for the spillway end and the Oakleigh end of HC Lake and the portions of Eastern Shore that do not have seawalls. He submitted the current seawall specifications to the board for review and potential changes to be considered at a later date.

Items discussed under Old Business was the white fence and a price that had been collected for \$30,000 to paint the white fence. Discussion followed but no motions were made.

Board adjourned to Executive Session at 8:15 pm.

At 8:25 the Board returned to regular session and AJ Jattuso seconded by Robert Vigil made a motion to accept the offer to identify corrections to the fence that was over 7 feet. Motion Passed.

| <b>Financial Summary</b>  |                    | <b>to Board Feb 21, 2011</b> |                             |              |               |
|---|--------------------|------------------------------|-----------------------------|--------------|---------------|
| <b>Cash on Hand</b>   | <b>1/31/2011</b>   |                              |                             |              |               |
|   | Reconciled balance |                              | Ledgers: (commitment)       |              |               |
|   | <b>01/31/2011</b>  |                              | <b>2/21/2011</b>            |              |               |
| <b>Total</b>  |                    |                              | <b>Total</b>                |              |               |
| <b>of that</b>  |                    |                              |                             |              |               |
| Reserve   | \$200,343.90       |                              | Reserve                     | \$200,343.90 |               |
| Operations  | \$243,653.30       |                              | Operations                  | \$491,116.57 |               |
| Projects  | \$423,962.57       |                              | Projects                    | \$95,500.00  | 2011          |
| total   | \$867,959.77       |                              | <u>Total</u>                | 81,000.00    | 2010          |
|   |                    |                              | <b>Commitments</b>          | (30,000.00)  | Waterfall     |
|   |                    |                              |                             | (28,000.00)  | Hold          |
| <b>HCOA Budget</b>  | <b>2011</b>        |                              |                             | (5,000.00)   | AW irrigation |
| # residents Billed  | 1977               | (act. 2025)                  |                             | (3,000.00)   | HCW           |
| Receipts  | \$699,705.00       | 1/31/2011                    |                             | Total 66k    |               |
| Expenses  | \$54,828.99        | 2/21/2011                    |                             |              |               |
| Outstanding 2011  | <b>\$19,170.00</b> | <b>54 homes</b>              |                             |              |               |
|   |                    |                              |                             |              |               |
| <b>Expenses thru Feb.21</b>   | <b>Actual</b>      | <b>2010 Budget</b>           | <b>Budget vs. Actual</b>    |              |               |
|   |                    | <b>12 months</b>             | positive number over budget |              |               |
| Payroll & Admin   | \$34,689.99        | \$366,249.00                 | \$23,138.01                 | under        |               |
| Grounds   | \$20,139.00        | \$231,748.00                 | \$36,985.70                 | under        |               |
| Projects  | \$0                | \$95,510.00                  | \$95,510.00                 | under        |               |
| Taxes   | \$0                | \$6,800.00                   | \$6,800.00                  | under        |               |
|   |                    |                              |                             |              |               |
| <b>Expenses</b>   |                    |                              |                             |              |               |
| Contracts (LCC's)   | To follow:         | See other sheet              |                             | *            |               |
|   |                    |                              |                             |              |               |
| for board presentation only, not to be used as financial statement or for banking and loan purposes |                    |                              |                             |              |               |
|   |                    |                              |                             |              |               |