

**HUNTER'S GREEN COMMUNITY ASSOCIATION, INC.**  
**A corporation not for profit**  
**MINUTES OF MEETING OF THE**  
**BOARD OF DIRECTORS AND OFFICERS**

The meeting of the Board of Directors was held on Tuesday, November 8, 2011 at 4:30 p.m. at the office of the Association (9456 Highland Oak Drive; Tampa, Florida). Notice of the meeting was published in the September/October 2011 and November/December 2011 issues of the Community News.

The following Board members were present: Jeff Cobb, President/Director; Liz Wortley, Vice President/Director; Dee Claassen, Secretary/Director; Doug Bartley, Treasurer/Director and Directors Howard Baughman, John Hilker and Tom O'Shaughnessy.

Also in attendance were Association Manager, Ann Johnson, LCAM and PCAM and Rhonda Coy, LCAM, Compliance Coordinator.

It was noted that there was a quorum of the Directors in attendance. The meeting was called to order at 4:30 p.m. by Mr. Cobb.

**RESIDENT COMMENTS** - None were offered.

**MINUTES** - A motion was made, seconded and unanimously agreed upon to confirm, ratify and accept the Minutes of the October 11, 2011 Board meeting.

**FINANCIAL**

Financial Statements - Treasurer Doug Bartley stated that he had reviewed the Financial Statements for the period ending October 31, 2011 and found them to be in good order. A motion was made, seconded and unanimously agreed upon to confirm, ratify and accept the Financial Statements for the period ending October 31, 2011.

Assessment Collection Report - Ms. Johnson reported that no additional assessments had been collected since the November 30, 2011 report. A total of \$50,748 remains due in residential assessments.

**THE HIGHLANDS AT HUNTER'S GREEN CONDOMINIUM ASSOCIATION, INC.**

With respect to exterior maintenance issues at this property, Ms. Johnson advised that an October 21, 2011 deadline related to three specific buildings (1000, 1100 and 1200). The most recent inspection indicated work in progress. A motion was made, seconded and unanimously agreed upon to extend the October 21, 2011 deadline to November 13, 2011. A status report on all items related to the extended November 13, 2011 date as well as the items associated with a December 23, 2011 deadline will be considered during the January 10, 2012 meeting at 5:00 p.m. The Condominium Board shall be encouraged to attend the meeting.

**UNFINISHED BUSINESS**

Front/Rear Entrance Refurbishing Project - Mr. Bartley presented an update on the project which included construction plans for a new gatehouse. He advised that not-to-exceed pricing has been obtained for the roadway work, street lights at the main entrance, construction of a new gatehouse and relocation and purchase of camera and scanner equipment. He indicated that the road work has been submitted to three contractors and the gatehouse construction will be put out to bid to two other qualified contractors. The City of Tampa has provided conditional approvals for the water and sanitary sewer. A response is pending from Southwest Florida Water Management District; however, civil engineers at Grimail Crawford believe any conditions associated with an approval can be reasonably met. After discussion a motion was made, seconded and unanimously agreed upon to approve the expenditure of \$387,412 for the construction of the new gatehouse, roadway work, street lights, cameras and scanner equipment. Funding shall be as follows: Road Reserves (\$160,625), Other Asset Reserves (\$70,383) and Working Capital (\$156,404). After further discussion it was agreed that Ms. Johnson, on behalf of the Board, would provide notice to Mr. Jim DeRiso, President of Professional Park @ Hunter's Green of the Association's plans.

**NEW BUSINESS**

Policies and Procedures Review - Mr. Cobb reported that he had met with Ms. Johnson and Ms. Coy to discuss the status on compliance enforcement and the increased number of files being processed through the Fining Review Committee. Efforts to

expedite the compliance enforcement processes have been made; however, it was noted that the length of time a file is processed in the fining cycle could be further reduced.

A proposed change in the Policies and Procedures concerning non-compliance issues referred to the Fining Review Committee was presented to the Board. The specific request was to eliminate the third time a specific issue is referred back to the Committee for consideration of fines. Typically, if an owner does not respond to the Committee's action by the second meeting, he or she does not respond to the third time the matter is presented. The proposal is to refer the matter to legal if a resolve is not obtained after the second time the matter is presented to the Committee for consideration. A motion was made, seconded and unanimously agreed upon to eliminate the presentation of a non-compliance matter to the Fining Review Committee for consideration of a third set of fines and to refer the matter to legal after a second set of fines has been imposed and the appeal rights have expired.

The Vinings at Hunter's Green Apartments - The Vinings has requested a preliminary approval to change the roof material on its buildings from "S" shaped clay tile to asphalt shingles. A motion was made, seconded and unanimously agreed upon to disapprove the request.

#### **OFFICERS' REPORTS**

Transportation - Mr. Baughman reported on the progress of the Bruce B. Downs Boulevard construction and stated that it is expected to be completed several months ahead of schedule.

Members Annual Meeting - Mr. Cobb reviewed the agenda for the meeting scheduled for 7:00 p.m. at the Club.

Legal - Mr. Cobb instructed Ms. Johnson to make arrangements for Attorney Charles Glausier to meet with the Board prior to the January 10, 2012 meeting.

**MANAGER'S REPORT:** Ms. Johnson presented the following report:

Volunteer Appreciation - As a reminder, this event is scheduled for Tuesday, December 13, 2011 from 6:00 p.m. to 8:00 p.m. at the Association office.

2012 Calendar: A motion was made, seconded and unanimously agreed to approve the 2012 Calendar. A copy is attached hereto and, by reference, incorporated into these Minutes. Mr. Cobb noted that he would like to see a Spring Trash & Treasure Sale scheduled.

L.A.W. Horticultural Services, Inc. - Mr. Larry Weber conducted the annual golf course site inspection on Monday, November 7, 2011 and verbally reported that the course appears to be in great condition. Participants included Club General Manager, John Hilker, Golf Course Superintendent Derek Ledsoe and HGCA Operations Manager Wally Switzer. Upon receipt of the report, a copy will be forwarded to the Club and will be included in the next Board package.

17712 Shannon Oaks Court - A request for an exception to the parking rule was presented on behalf of these owners who indicate a need to use their third bay for a variety of items. The Board advised that exceptions are not granted based on the desire or need for storage space and a final extension shall be granted until January 3, 2012 to bring the parking into compliance.

9125 Woodridge Run Drive - These owners have provided documentation to Bush Ross P.A. which indicates the medical necessity for a trampoline installed in their rear yard for the benefit of their daughter. The Board noted that this would be a precedent setting situation in that no recreational equipment has been approved for the rear yard of any home located adjacent to the golf course. After discussion, the Board agreed that in order to allow a medical accommodation the following requirements would need to be met:

- The trampoline must be changed to an in-ground installation. The safety poles will need to be painted black or dark green. The entire structure will need to be buffered with approved plant material.
- If the family moves or the child leaves the home, the trampoline must be removed.
- The trampoline is intended to be used only by the child and her friends.
- The trampoline must not be used after 9:00 p.m.
- This approval will be reviewed every two years by the HGCA Board.
- Final approval will be required from the Osprey Pointe

Neighborhood Association Board of Directors.

**NEXT MEETING**

Upon motion made and duly seconded, it was unanimously agreed that the next meeting will be held at 4:30 p.m. on **Tuesday, January 10, 2012** at the Association Conference Room.

There being no further business to come before the Board, and upon a motion duly made, seconded and unanimously carried, Mr. Cobb declared the meeting adjourned at 6:00 p.m.

Dated: \_\_\_\_\_

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Dee Claassen, Secretary

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Jeff Cobb  
President/Director

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Liz Wortley  
Vice-President/Director

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Doug Bartley  
Treasurer/Director

\_\_\_\_\_  
Tom O' Shaughnessy  
Director

\_\_\_\_\_  
Howard Baughman  
Director

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John Hilker  
Director

