

**Twin Lakes of Brandon Home Owners Association, Inc.
Board of Directors and CCR Meeting – Minutes and
Continuation of 7/18/11 Special BOD Meeting– Minutes**

Thursday, August 4, 2011 @ 6:00 pm

Meeting held at: Bloomingdale Library

- **CALL TO ORDER:** David Campbell, President
- **PROOF OF NOTICE:** Notice posted on Community Announcement Board 7-27-11
- **ROLL CALL:** David Campbell, Lou Ferrucci, Derek Matthews, Debbie Nixon
Absent: Mark Gaudio
- **OTHERS IN ATTENDANCE:**
 - *Rick Pitrowski (COA)*
 - *Eddie Edwards (Complete Land Care)*
 - *Petra Taylor (Resident)*
 - *Lisa Harmon (Resident)*
 - *Lou Bloom (Resident)*
- **RESIDENTS REQUEST TO ADDRESS THE BOARD (10-MINUTES):**
 - *Petra Taylor – Bark in the Park is planned for 10/1/11 – first organization meeting is planned for 8/15/11 @ 7:00pm at the community pool*
 - *Lisa Harmon – Art in the Park is planned for 9/10/11 from 10am to 2 pm in the park*
- **LAST BOARD MEETING MINUTES – READING/REVIEW/APPROVAL**
 - Last Board Meeting: July 18, 2011
 - Minutes Reading/Review/Approval – President
 - Motion: Lou Ferrucci Second: Derek Matthews Vote: 4 – 0 approved
- **Continuation of 7/18/2011 Special BOD Meeting for the Adoption of New Rules & Regulations**
 - 2011 Rules and Regulations Revisions
 - Final Review of changes as received at 7/18/11 meeting and subsequent submittal from members via e-mail (D. Campbell) *David Campbell reviewed additional changes to the proposed rules and regulations based on feedback received from residents at the 7/18/11 special meeting. No other input was received from those present at the 7/18/11 meeting via e-mail as of the time of the meeting therefore no other items were considered for change to the proposed rules and regulations.*
 - Rescind All Existing Rules & Regulations
 - Motion to Rescind All Existing Rules & Regulations: Derek Matthews
 - Second: Debbie Nixon

- Vote: 4 – 0 approved
- Adoption of 2011 Rules & Regulations
 - Motion to Approve 2011 Rules & Regulations: Derek Matthews
 - Second: Debbie Nixon
 - Vote: 4 – 0 approved

The approved new Rules and Regulations will go into effect immediately. A copy of the approved 2011 Rules & Regulations will be mailed to all members of the HOA within the next two weeks.

- **CCR MEETING**

- Review Outstanding Report/Issues *(See attached Report)*
- Action on Issues Requiring Board Approval
 - Motion to approve sending 1st Attorney Letters: Lou Ferrucci
 - Second: Derek Matthews
 - Vote: 4 – 0 approved
- Miscellaneous: *No other CCR actions*

- **NEW BUSINESS:**

- Financial Report (Lou Ferrucci) – June 2011
 - Financial Report and Statement *(See attached Report)*
 - Delinquent Assessments
 - Other Financial Issues: *Discussed how to handle minor past due balances, decided to continue carrying them and send statements annually to continue to clean these up*
 - Motion: Derek Matthews Second: Debbie Nixon Vote: 4 – 0 approved
- 3034 Partridge Point Trail – *status of foreclosure/sale: The HOA advertised for the sale of this property, 6 interested parties requested and were provided information packages prior to the meeting. Only one bidder submitted a bid for the property which was received by the BOD at the meeting.*
 - Motion to Accept Bid from COA Investments, Inc. for the purchase of the property located at 3034 Partridge Point Trail: Derek Matthews
 - Second: Debbie Nixon
 - Vote: 4 – 0 approved

BOD also discussed how to handle items left behind by previous owner, we have attempted to contact him to claim the items but have received no response, BOD decided to let items go to the new owner of the property rather than have the HOA deal with the items.

- Discussion of New State Laws affecting HOA's
 - Vote to rescind use of common property by delinquent members and/or members with violations: *BOD discussed when we should enact this new law for the community, it was decided that when a member receives their first attorney letter for either a delinquency of dues and/or a first attorney letter for a CCR violation, they will also lose their rights to use community amenities.*

The various pre-notice that are sent by COA will inform those residents that if the matters are not resolved, they will lose their access.

- Motion to approve rescinding access to residents upon sending first attorney letters for past due assessments and/or first attorney letters for CCR violations: Derek Matthews
- Second: Debbie Nixon
- Vote: 4 – 0 approved (this will go into effect immediately)

Letters will be sent to residents that are currently in attorney actions and provide them a 15-day to cure period before their access is rescinded

- Vote to garnish rent payments from delinquent properties that are renting: *By State Law, the HOA can contact renters and garnish the payments for rent they are paying until all past due amounts to the HOA are satisfied; it is against the law for the owner to take any action against the renter in these cases. COA will prepare a list of all properties with delinquencies where the owners address is outside of Twin Lakes; letters will be sent to both the owner and the renter informing them of the pending action.*

○ Annual Meeting Discussion

- Nomination Committee Update: *Two members have expressed an interest in running for a BOD position*
- Meeting Date: **October 6, 2011 @ 7:00pm**
 - Finalize meeting location: *Still looking for location*
- Changes to the Governing Documents – Discussion: *The BOD is planning on having a vote on these items at the annual meeting, it will require a 2/3 vote of approval by the residents in order to change our Governing Documents. It will require members to be active in obtaining proxies so there are enough votes to approve these changes*
 - Sexual Predator Ban
 - Change the required majority votes (2/3 to 51%)

○ Letters/E-mails to the Board: *No letters reviewed*

○ Complete Landcare – Eddie Edwards

- *Complete added irrigation and sod at the entrance to Otter Creek at no cost to the HOA*
- *Removed the bracing on the entry palm*

○ Gate Attendant Concern: *In order to address concerns raised by residents, the BOD decided to replace the week day gate attendant.*

• **OLD BUSINESS:**

- Fence Behind north Grove: *The HOA replaced the fence at the community property line in order to avoid fines being passed to residents by Hillsborough County Code*

Enforcement. David Campbell and COA will meet with County staff to better understand the issues and the responsibilities for maintenance of this fence.

- *Pressure Washing: Integrity Pressure Washing is working to complete the extensive pressure washing of all of the community assets and sidewalks. This will be completed in early August.*
 - *Legal Matters (COA): No other legal actions discussed beyond CCR violations noted herein*
 - *COA – Community Matters and Report (COA)*
 - *COA will present a quote for adding landscape lighting to the main entry palm, this will be considered at the next BOD meeting*
-
- **COMMITTEE REPORTS:**
 - *ACC – Architectural Control Committee (Derek Matthews): Next meeting on August 8, 2011 at 7:00pm at the community pool*
 - *CALM – Common Area and Lake Maintenance (Mark Gaudio): No report*
 - *CSAC – Communications & Social Activities Committee (Debbie Nixon):*
 - *Art in the Park: September 10, 2011 from 10am to 2pm*
 - *Bark in the Park: October 1, 2011 (Time to be determined), first planning meeting on 8/15/11 @ 7:00pm at the community pool*
 - *Fun Run/Turkey Trot to benefit ECHO: November (date and time to be determined)*
 - *Holiday Concert in the Park: December (date and time to be determined)*
-
- **NEXT MEETING DATE:** Thursday, September 1, 2011 @ 6:00pm
Beef-o-Brady's, 4330 Bell Shoals Road
-
- **MEETING ADJOURNMENT:**
 - *Motion to Adjourn: Lou Ferrucci*
 - *Second: Debbie Nixon*
 - *Vote: 3 – 0 (Note Derek Matthews left the meeting at 7:15 pm)*
 - *Meeting Adjourned at: 7:38 pm*

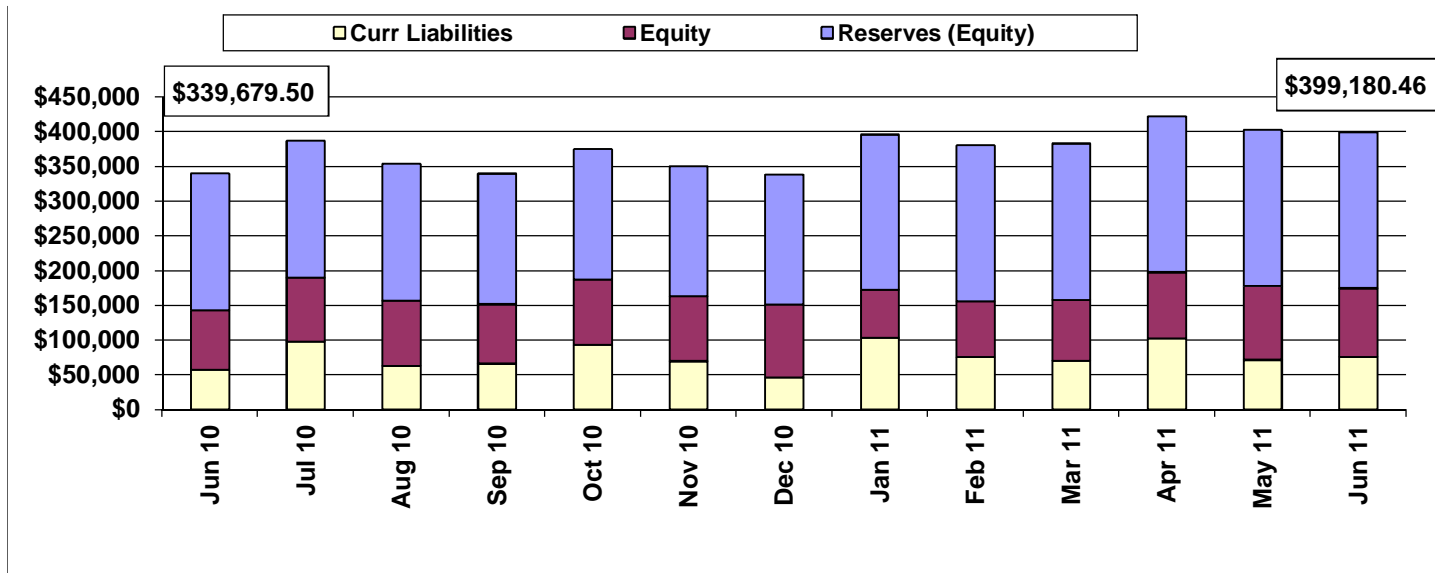
Minutes Prepared by: David C. Campbell, President

Twin Lakes HOA Financial Report

Reported: August 4, 2011

YTD Balance Sheet As of: June 30, 2011

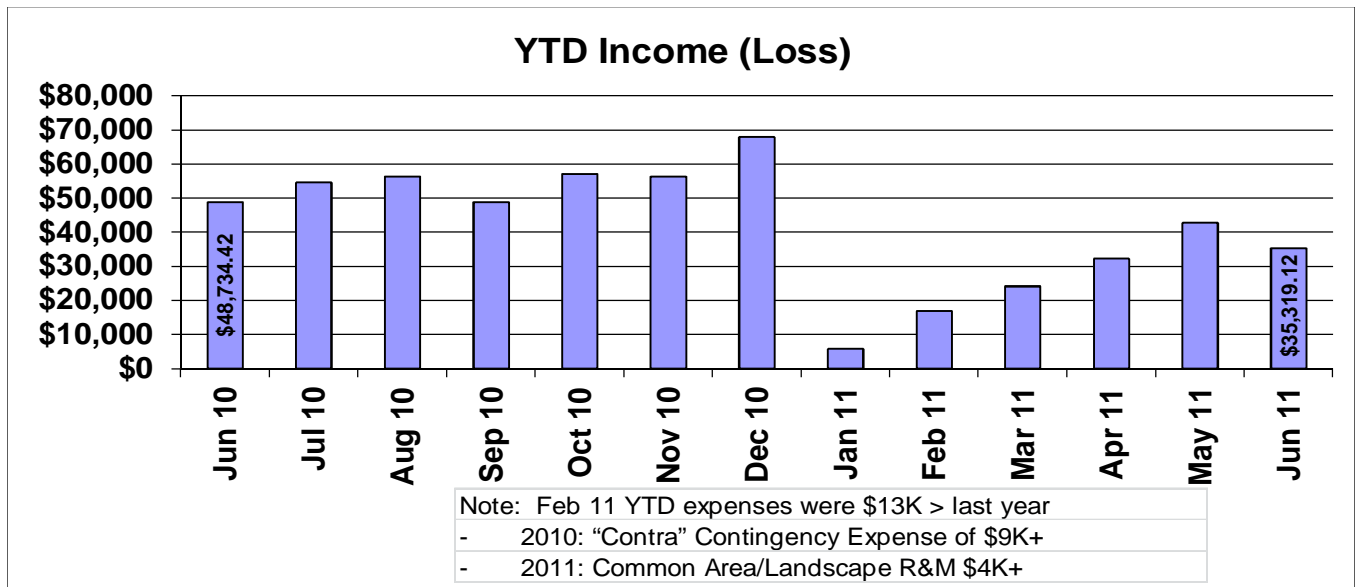
	Current Liabilities	\$75,395.53	
	Equity	\$98,816.08	}
	Reserves	<u>\$224,968.85</u>	
			\$323,784.93
Assets	\$399,180.46	Liabilities & Equity	\$399,180.46



YTD Statement of Revenue and Expenses As of: June 30, 2011

Income	\$220,122.17 (\$ 5,474.15 > budget)
Expenses	<u>\$183,803.11 (\$29,844.97 < budget)</u>
Net Income	\$35,319.12

(June 2011 Expenses were \$7,278.84 > Income)

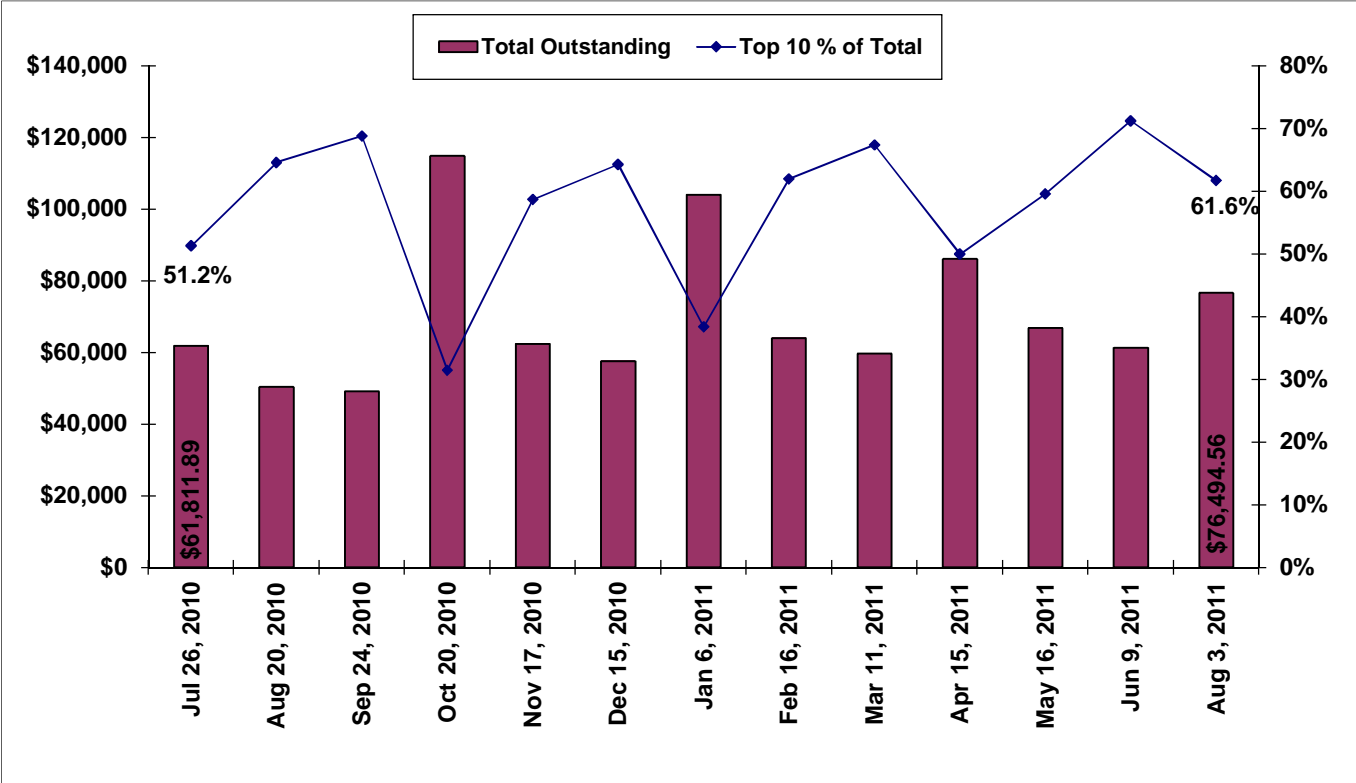


Twin Lakes HOA Financial Report

Reported: August 4, 2011

Aged Owner Balances As of: August 3, 2011

Total Outstanding	\$76,494.56 (\$15,287.93 > last month)
Type of Outstanding Balances	74.6% Assessments & 25.4% Other
Total Accounts > 90 Days	22 (4.78% of our homes; 3 more than last month)
Top 10 Accounts	\$47,146.59 (61.6% of Total Outstanding)



MANOR TO APPROVE SERVING
 APPROVED LETTERS:
 MONDAY: LOW
 SECOND: DECK
 WED: 4-0

LEGAL				
Wednesday, July 27,	OWNER NAME (AND MAILING ADDRESS IF DIFFERENT THAN PROPERTY ADDRESS)	INITIAL VIOLATION(S) LISTED IN LETTER #1	NEW ITEMS FOUND DURING SUBSEQUENT INSPECTIONS WHICH HAVE BEEN ADDRESSED IN SUBSEQUENT LETTERS	NEW ITEMS FOUND DURING FINAL INSPECTION WHICH HAVE NOT BEEN ADDRESSED IN A COA LETTER BUT BELONG IN ATTORNEY LETTER
3046 Beaver Pond Trail	Bessie James PSC 88# 2182 APO AE 09821	Please repair your fence; Please clean the roof	Please store garbage cans out of sight	Please clean and seal your fence
3127 Beaver Pond Trail	Michael & End Wilson	Please clean the roof		
3018 Partridge Point Trail	Keith & Jennifer Kodalen 1040 Squires Place West Chester, PA 19382	Please weed your flower/plant beds; Please replace dead grass with sod (no plugs)	The house needs painting (approved colors only); Please clean the roof	Please store garbage cans out of sight
4705 Barn Owl Court	William & Eloise Stinson	Please clean the roof, paint house; repair or replace garage doors; repair stucco damaged by garage door <i>TRUSSING WITH ROOF STAIRS</i>		
2821 Winding Trail Dr.	Janene & Richard Maddock Mike Neill	Please clean concrete to remove dirt/stains/mildew		
2952 Winding Trail Dr.	5110 Clover Mist Dr. Apollo Beach, FL 33572	Please clean dirt and mildew off of house		Please replace weeds in your yard with turfgrass; Please have trees lifted over street and/or sidewalk; Please clean and paint your mailbox post; Please store garbage cans out of sight