

Twin Lakes of Brandon Homeowners Association, Inc.

Board of Directors Meeting Minutes

May 29, 2007 - 7:00 PM

Meeting held at: 5507 Winding Brook Lane, Valrico 33594

- **Call to Order: Terry Ottinger**
- **Proof of Notice:** Notice Posted on Community Announcement Board 05-09-07
- **Roll Call**

Terry Ottinger, Wayne Key, Scott Denty, David Leonard, Lou Bloom
- **Others in Attendance:**
 - Mylisa Cartmill, COA
- **Last Board Meeting Minutes Reading / Review / Approval**
 - Last Board Meeting of April 24, 2007
 - Minutes Reading / Review – Terry Ottinger
 - Motion to Approve: Terry Ottinger
 - Motion Seconded: Dave Leonard
 - Vote: 5 - 0
- **Old Business:**
 - COA - Pool Covered Area Lights Repair – A bid has been submitted by a COA Electrician for \$300. He will repair eight, four feet long fluorescent lights. Ballasts will also need to be replaced for \$30 each. There is a bit of confusion about the motion sensor light to be installed in the sitting area. Terry will talk to Mike and explain that we are seeking a motion activated sensor switch with a photo cell that will turn on the lights in the seating area whenever someone accesses the area.
 - COA – American Flag Light Repair – Mike will repair this by installing a 1,500 watt bulb.
 - COA – Park Tree Maintenance – The Country does not send foresters out to consult with Communities within the County. Rick knows an arborist and he will contact her about helping us assess the tree maintenance need in Zeina Park..
 - COA - ██████████ Pending Mediation – Today, attorney Ellis is enforcing the Settlement Agreement and we will let the legal process resolve this issue.
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Old Business continued:

- Gazebo Installation - \$650.00 Unpaid – There was some confusion about the payment to Mark McHenry relative to building the deck and for the installation of the Gazebo on Lake Stearns. The BOD had approved a fee of \$650 that was to be paid to Gazebo Creations. At the last minute, Gazebo Creations asked us to pay Mark directly. The HOA has paid that \$650. to Mark. Mark now tells us that there is an additional charge of \$400 associated with the installation. The BOD has suggested to Mark that he pursue Gazebo Creations for this \$400 as we do not feel that it is the obligation of Twin Lakes to pay this amount.
- Wayne Key - Meeting Results with Shane – Complete Landcare – Eric is no longer with the Company and Shane will be handling everything going forward. Rick and Wayne met with Shane to review various issues.
- Wayne - Sprinkler Repair Bill? – Shane was adamant that the HOA should pay the approximately \$2,500 in costs for working on the sprinkler system.
- Shane mistakenly thought we were pumping water out of the Lake for irrigation and were, thus, subject to the County's watering bans. Wayne "educated" Shane about this matter.
- Wayne also discussed the small strip of Common Are across from the Pool. Shane mistakenly thinks that the grass is NOT a St. Augustine variety and Wayne discussed the need for Shane to attend to this area.
- There are weeds everywhere and Wayne will meet with Shane again in an effort to arrive at a mutually focused understanding of what needs to be done in Twin Lakes.
- There was a consensus that the area around Lake Michaela looked good. However, sprinklers along Lake Michaela need to be adjusted.
- The HOA will issue a check for the amount demanded by Shane, but it will not be delivered to him until Wayne has met with him to resolve all of our issues.
- Proposed October Garage Sale – This item will be tabled. There is some feeling that it may be too soon to have this only 6 months after the highly successful April Garage Sale. People may not have had time to collect enough items that they wish to sell if we follow with another Garage Sale so quickly.

New Business:

- EPC – Wetlands Case Transfer to Enforcement
 - On May 7, 2007, The HOA received a letter and Consent Order from the Environmental Protection Commission of Hillsborough County. The letter assessed Fines for damage done to Association –owned wetlands by owners of 5514 and 5516 Winding Brook Lane. The issues include cutting back the vegetation too far, use of herbicides and dumping trash in the wetlands. We successfully obtained a 30 extension and will now aggressively address the issues utilizing, a variety of actions that include:
 1. A Certified Letter will be sent to ALL homeowners who have property that is contiguous to Lake Stearns. The letter will fully explain the situation with the EPC and ask the homeowners to cease and desist doing anything on Association-owned property, To the

extent possible, they will be asked to remove any physical obstructions or otherwise bring back the area to its natural state.

2. Terry will personally meet with every property owner who has incurred these violations. The homeowner at 5514 has acknowledged his responsibility and willingness to reimburse the HOA for his share of the Fine.
3. The offending homeowners will be made aware that the HOA is being fined for these offenses and the HOA expects the homeowners to reimburse the HOA for these fines.
4. Terry Ottinger will write to Paula Dent at the EPC explaining the situation and what actions the HOA is taking. Further, Terry will personally meet with Ms. Kerr in an effort to have the fines reduced.
5. Terry will advise the Board of his activities and outcome. We have a 2 week time window in which to resolve this issue with the EPC.
6. The HOA will send letters on a periodic basis to all homes that back up to Lake Stearns as a demonstration of the HOA's cooperation with the EPC to avoid any further violations.

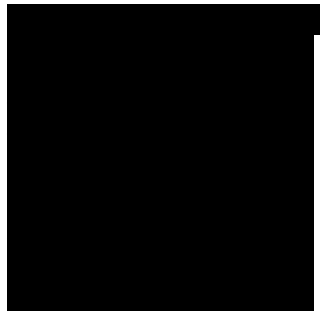
- Covenants and Rules Review Committee
 - Questionnaire / Survey of HOA Members
 - Draft Review / Modification- Terry presented the draft of the Survey as he envisions it might take shape. The BOD reviewed each question and offered comment and suggestions. Prior to the June BOD Meeting, Terry will distribute the modified Survey to each Board Member. It is intended that the Survey be sent to the Covenants and Rules Review Committee after the June BOD Meeting for further wordsmithing and refinement.
 - Mailing to each resident – The HOA will assume the responsibility and cost of mailing the Survey to the 459 homeowners in Twin Lakes.
 - Return / Collection Mailing – The BOD concluded that the Surveys should be returned to the HOA via the collection mechanism afforded to us by COA. We will discuss the protocol for opening the Surveys with the Committee.

Sign - Quarterly Assessment Due – July 1st

- We will post a sign for a period of 2 weeks before and 2 weeks after each quarterly Assessment Fees is due. The Banner will be between the two large Palm Trees at the entrance of the Community.
- Pool Privileges – via Access Card
 - Control - Suspended with Cause – The BOD approved a policy of denying access to the Community Pool to anyone who is in arrears on their Assessment Fees.
- COA – Community Matters & Report – Mylisa Carhill:
 - On May 28, there was a Guard's Report concerning 2 young boys exposing their posteriors.

- Our submission for a Sheriff's Grant to pay for new soccer goals will be decided upon in the forthcoming week.
- We will spend \$490 to bring in fresh sand for the play areas in Zeina Park.

- Financial Report – Dave Leonard
 - Financial Report & Statement – The HOA has total assets of \$206,369.49 as of April 30, 2007. Monthly expenses were \$46,189.01 versus a Budget of \$32,155.68. The variance is principally due to the installation of the Gazebo. Year-To-Date, expenses were \$130,786.72 versus a Budget of \$146,874.53.
 - Delinquent Assessments – As of 4/30/2007, we had a total of 115 Accounts in arrears for \$33,501.28. This total breaks down as follows: 92 Accounts owing \$17,415.79 are under 30 days past dues; 15 Accounts owing \$6,324.66 are between 30 and 60 days past due; 8 Accounts owing \$9,760.83 are over 90 days past due.
 - As of May 25, the total past due amount was \$20,412, meaning that more than \$13,000 of the \$33,501.28 at the beginning of the month had been paid.
 - There not any new accounts requiring 10-day to lien letters as of this Report.. We currently have 4 accounts in Mediation, 2 in Bankruptcy and 2 with our attorney
 - During the Month of May, 10-day letters were send to homeowners who were in arrears:



- Nomination Committee – Recruiting Now
 - The Committee is just getting put together and Board Members are encouraged to talk with people and recruit potential candidates to run for a seat on the Board in October.
 - The June Newsletter will have an article about the Nomination Committee on the front page,
 - The Committee will contact and interview all Potential Candidates.

New Business continued:

- Committee Reports:
 - ACC – Architectural Control Committee – Scott Denty
 - Report on Meeting 5-16-2007
 - 15 Issues were reviewed resulting in 1 resubmit, 1 rejection, 9 approvals and 3 approvals with conditions. The ACC also received an application of another Community managed by COA.
 - There were 2 issues presented for BOD guidance. One concerned a Pergola in a Butterfly Garden that the Board had no objection to. The other concerned Pavers that would overlay the existing concrete driveway. The Board opined that such 1 inch pavers from the top of the sidewalk to the garage would not be objectionable. The ACC, however, need to review the detail of the feathering and the style and color of the pavers to assure balance and harmony.
 - Next Meeting: 6-20-2007 Location: 5507 Winding Brook Lane
 - CCR – Covenants, Conditions and Restrictions – Terry Ottinger
 - Report on Meeting 5-21-2007
 - Summary Report review – 40 homes, representing 8.7% of the Community had issues in May. (copy attached)
 - Board Review / Legal Matters – There were no matters that needed to be presented for Board action.
 - Next Meeting: 6-18-2007 Location: 5505 Winding Brook Lane
 - CSAC – Communications & Social Activities Committee – Lou Bloom
 - Newsletter – The June Newsletter is already posted on the TLBHOA website and the Newsletters should be mailed the week of June 3.
 - Next Newsletter – Work has already started on the August edition and we are seeking advertisers, articles and input for that edition.
 - Advertising – We have collected \$3,003 in advertising revenue since January 1. We have 3 advertising spots available for the August edition.
 - “Schools Out Ice cream Celebration” was a success. We drew between 250 and 300 people. We will plan a similar event perhaps for Christmas Break and next year’s graduations.
 - October Garage Sales will be put on hold and we will make a decision about conducting it in August.
 - Home of the Month – Discussion

- Sign Approval – The BOD would have to grant an exception to the Rules for us to post a sign on the lawn of the winning home. Dave Leonard suggested that he would not want a sign on his lawn. We decided NOT to do a sign and just gain exposure in the Newsletter.
 - We are going to do a “Home of the Season” that will coordinate with 4 Newsletters (and 4 \$50 gift certificates to Outback Steakhouse). This effort is simply to instill some community pride and have a bid of fun. The homes selected will be by a secret panel of judges, the identity of whom and the criteria for which will not be disclosed.
 - Next Meeting date: June 7, 2007 Location: 4701 Lina Court at 7PM.
- CALM – Common Area and Lake Maintenance – Wayne Key
 - Common Area / Maintenance Issues- Wayne met with Jay Heide.
 - Jay told Wayne that the alligators are now nesting their eggs and it would be a particularly dangerous time to try to clean up Lake Michaela of the debris that is in it. Mother alligators are instinctively protective of their eggs and youngsters. August would be a better time for this cleaning activity.
 - The water is now too low to launch a boat to eliminate the cattails. Jay has sprayed where he can and there is evidence that some of the cattails are dying out. After the rainy season, Jay will be able to launch his boats in the Lake.
 - Jay estimates that we have 8 alligators in Lake Michaela. They range from 3 feet to 9 feet long and weigh up to 400 pounds. They regularly migrate between Lake Michaela and Lake Stearns by walking across the streets and land separating the 2 Lakes.
 - Wayne will ask Shane to establish a regular schedule for treating the areas around the play areas in Zeina Park, in an effort to reduce the ants that are in the playing sand.
 - Next Meeting date: TBD Location: TBD

Other New Business: None.

- **Acknowledge Date / Location for March Board Meeting:**
 - Meeting Date - June 26, 2007 - 7:00 PM
 - Location – Lou Bloom’s at 4701 Lina Court
- **Adjournment**
 - Motion to Adjourn: Terry Ottinger
 - Motion Seconded Dave Leonard
 - Vote: 5 - 0
 - Meeting Adjourned at: 9:50PM