

Twin Lakes of Brandon Home Owners Association, Inc.
Board of Directors and CCR Meeting – MINUTES

April 7, 2011 @ 6:00 pm

Meeting held at: Community Pool

- **CALL TO ORDER:** David Campbell, President
- **PROOF OF NOTICE:** Notice posted on Community Announcement Board 3-17-11
- **ROLL CALL: Present:** David Campbell, Lou Ferrucci, Derek Matthews, Debbie Nixon
Absent: Mark Gaudio
- **OTHERS IN ATTENDANCE:**
 - Rick Pitrowski, COA
 -
- **RESIDENTS REQUEST TO ADDRESS THE BOARD (10-MINUTES):**
 - Lou Bloom
 - Petra Taylor
- **LAST BOARD MEETING MINUTES – READING/REVIEW/APPROVAL**
 - Last Board Meeting: March 3, 2011
 - Minutes Reading/Review/Approval – President
 - NO QUORUM PRESENT FOR MEETING
- **CCR MEETING**
 - Review Outstanding Report/Issues (See attached Report)
 - Action on Issues Requiring Board Approval
(Motion to send attorney letters: Derek/Second: Lou Vote: 4-0)
 - Miscellaneous
- **NEW BUSINESS:**
 - New meeting Location Discussion (Rick Pitrowski) – The May BOD meeting will be held at Beef-o-Brady's at 4330 Bell Shoals Road
 - Financial Report (Lou Ferrucci) – January 2011 and February 2011 (Attached)
 - Motion to approve January 2011 and February 2011 Financial Reports: Derek
Second: Debbie Vote: 4:0
 - Letters/E-mails to the Board – Reviewed miscellaneous letters received by the Board of Directors from residents concerning the community
 - ACC Guideline Discussion/Update (Dave Campbell/Rick Pitrowski) – spent 2 hours reviewing the remainder of the guidelines documents, will review supplemental specifications at the May meeting and finalize before sending to our attorney for review and comment – no vote at this meeting.

- **OLD BUSINESS:**
 - Legal Matters (COA) – Reviewed outstanding legal issues being addressed by the community, no BOD action required
 - COA – Community Matters and Report (COA) – Nothing to Report

- **COMMITTEE REPORTS:**
 - ACC – Architectural Control Committee (Derek Matthews) – ACC Meeting at the pool on April 11, 2011 @ 7:00pm
 - CALM – Common Area and Lake Maintenance (Mark Gaudio) –not present, no report
 - CSAC – Communications & Social Activities Committee (Debbie Nixon) – Easter Egg Hunt and 5k Fun Run set for April 16th

- **NEXT MEETING DATE: Wednesday, May 4, 2011 @ 6:00pm
Beef-O-Brady's, 4330 Bell Shoals Road, Valrico (Community Room)**

- **MEETING ADJOURNMENT:**
 - Motion to Adjourn: Lou
 - Second: Derek
 - Vote:4:0 approved
 - Meeting Adjourned at:8:38 pm

Twin Lakes HOA Financial Report

Reported: April 7, 2011

YTD Balance Sheet As of: January 31, 2011

	Current Liabilities	\$102,870.95	
	Equity	\$69,214.58	} \$292,514.05
	Reserves	<u>\$223,299.47</u>	
Assets	\$395,385.00	Liabilities & Equity	\$395,385.00

YTD Statement of Revenue and Expenses As of: January 31, 2011

Income	\$36,327.97 (\$553.30 > budget)
Expenses	<u>\$30,610.41 (\$5,164.26 < budget)</u>
Net Income	\$5,717.56

(January 2011 Expenses were \$5,717.56 < Income)

Aged Owner Balances As of: February 16, 2011

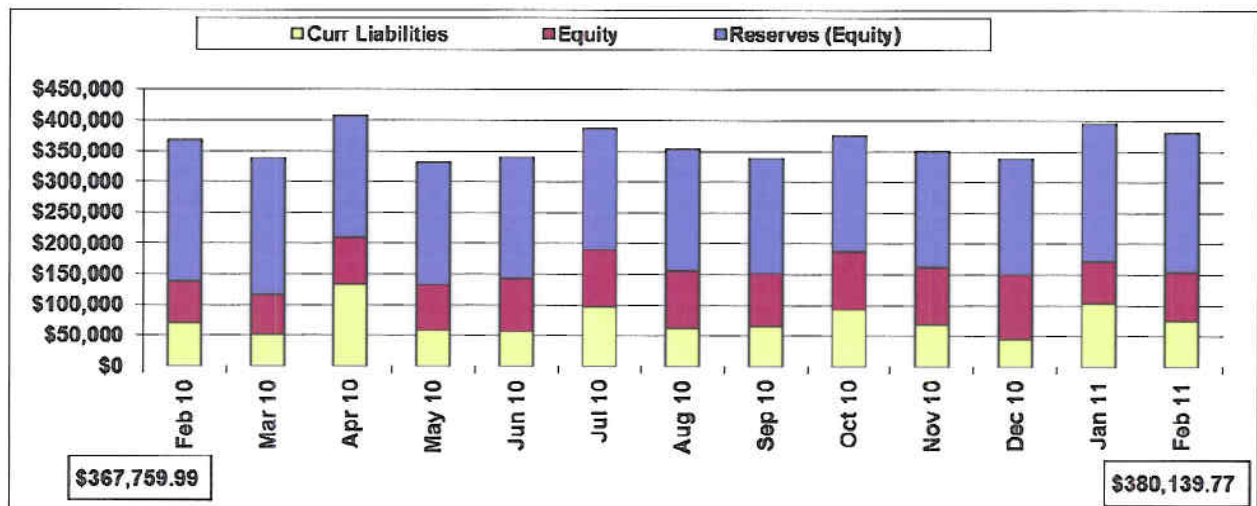
Total Outstanding	\$63,938.18 (\$40,019.41 < last month)
Type of Outstanding Balances	79.1% Assessments & 20.9% Other
Total Accounts > 90 Days	21 (4.7% of our homes; 3 less than last month)
Top 10 Accounts	\$39,564.00 (61.9% of Total Outstanding)

Twin Lakes HOA Financial Report

Reported: April 7, 2011

YTD Balance Sheet As of: February 28, 2011

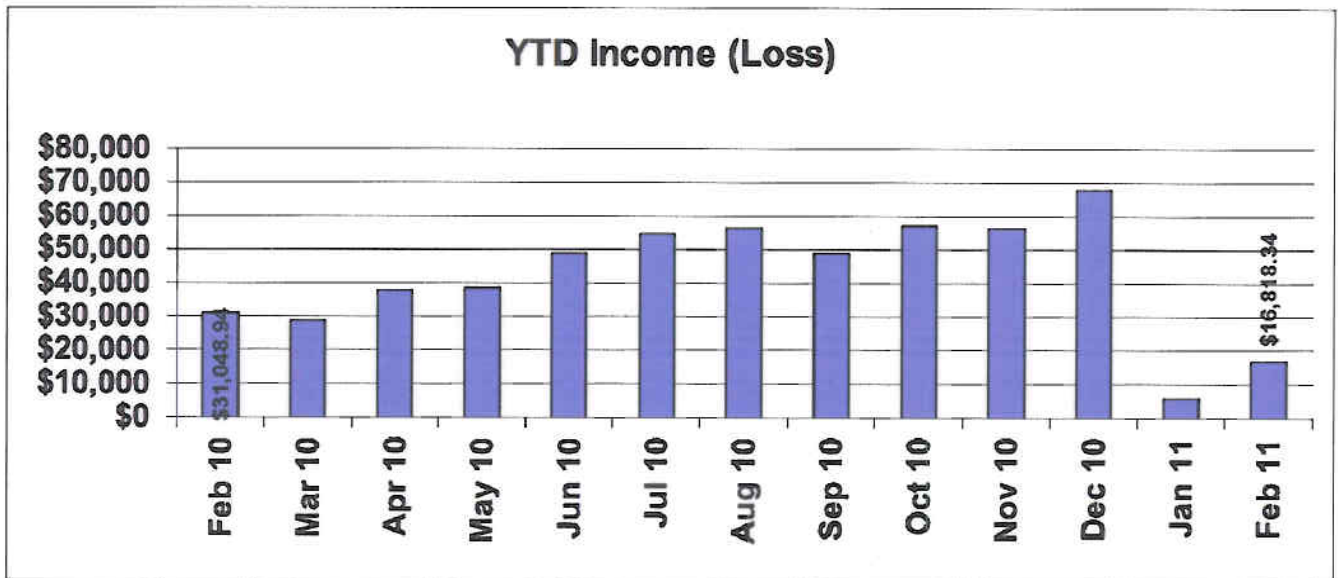
	Current Liabilities	\$74,973.99	
	Equity	\$80,315.34	}
	Reserves	<u>\$224,850.44</u>	
			\$305,165.78
Assets	\$380,139.17	Liabilities & Equity	\$380,139.77



YTD Statement of Revenue and Expenses As of: February 28, 2011

Income	\$73,178.44 (\$1,629.10 > budget)
Expenses	<u>\$56,360.12 (\$15,189.24 < budget)</u>
Net Income	\$16,818.34

(February 2011 Expenses were \$11,100.76 < Income)



Note: YTD expenses are \$13K > last year

- 2010: "Contra" Contingency Expense of \$9K+
- 2011: Common Area/Landscape R&M \$4K+

Twin Lakes HOA Financial Report

Reported: April 7, 2011

Aged Owner Balances As of: **March 11, 2011**

Total Outstanding	\$59,519.51 (\$4,418.67 < last month)
Type of Outstanding Balances	77.0% Assessments & 23.0% Other
Total Accounts > 90 Days	20 (4.3% of our homes; 1 less than last month)
Top 10 Accounts	\$40,058.80 (67.3% of Total Outstanding)

	OWNER NAME (AND MAILING ADDRESS IF DIFFERENT THAN PROPERTY ADDRESS)	NOTES	INITIAL VIOLATION(S) LISTED IN LETTER #1	VIOLATIONS THAT SHOULD BE INCLUDED IN LETTER THAT ARE NOT CURRENTLY ACTIVE BUT HAVE BEEN A CONCERN IN THE PAST	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	MONTH OF FIRST ATTORNEY DEMAND LETTER	MONTH OF ATTORNEY MEDIATION LETTER	MONTH OF LITIGATION AUTHORIZATION
3013 Beaver Pond Trail	Jeffrey & Colleen Bishop April Fenton	Has not been in driveway for several months.....need to determine whether to pursue legal fees. 030111 SJ hearing scheduled for March 29th	Please clean the roof Commercial Vehicle			Store trash cans out of sight	Mar-10	Apr-11	Aug-10
3112 Beaver Pond Trail	Thomas Vettuparapuratha 3801 Cliffdale Dr. Vairico, FL 33594	As of Aug inspection, the following issues remain: driveway and sidewalk need to be cleaned of dirt/stains, roof needs to be cleaned, and weeds in cracks need to be removed. Has accomplished some since suit was filed.....SLK trying to settle without further legal. 010511 Problems continue....SLK to pursue SJ RP	Please weed your flower/plant beds; Please edge along hard surfaces	No wrecked or inoperable vehicles may be visible from the street	Please clean the roof; Please clean the fence to remove dirt and mildew; Please remove the dead palm fronds; Please line trim against house and fence; Please clean concrete driveway and sidewalks to remove dirt, stains and mildew; Please remove the weeds in the cracks of the concrete	weeds in cracks	May-10	Jun-10	Aug-10
3115 Beaver Pond Trail	Mayda Anslow	Owner called regarding sod and mailbox.....sod will be done by end of April and she is sending a check for the mailbox placque	Please replace dead grass with sod (no plugs)		You must use approved mailbox type		Mar-10		
3123 Beaver Pond Trail	Todd Snow	As of Aug inspection, open issues are: clean roof, clean dirt/stains/mildew of driveway and sidewalks, clean and paint mailbox post. Owner had house painted bt did not clean roof or dw/sw which are very bad. Sent reminder letter that suit would be filed the first week in January. (AFC) 010511 Maria Ramos indicated she has a judgement on this.....proceed with hearing on contempt as roof is still not clean? Work has been completed.....Maria working on getting costs back. 030111 Maria sent motion for garnishment	11/24/2009 Please clean the roof		Please clean driveway & sidewalk of dirt, stains and mildew; Please replace dead turf with sod (not plugs); Please paint house with approved color; Please clean and seal fence (clear Seal)		May-10	Jun-10	Aug

3135 Beaver Pond Trail	Gregory & Joanne Anderson	gave 90 day extension until June 9th to paint....see emails in owners account for details RP	The house needs painting (Approved colors only)			weed beds, clean driveway and sidewalk of dirt/mold/mildew	Jan-11	Mar-11	
3156 Beaver Pond Trail	Todd & Dee Dee Creel	on hold as I am awaiting his contact....authority to move if his offer is not acceptable	weeds in cracks, weeds in beds, dead grass, clean m/b, cars, clean roof, clean driveway and sidewalk				Jan-11	Mar-11	Apr-11
3203 Beaver Pond Trail	Laurie Hartnagle		Please replace dead grass with sod (no plugs)			Pavers on both sides of driveway must be removed	Apr-11		
4801 Skipping Stone Court	Ki Tae & Young Ae Lee 5215 Sand Trap Place Valrico, FL 33596	On hold until April 30th...Realtor Barbara McGinnis is handling RP	replace weeds with turf in yard, dead grass, clean driveway and sidewalk of dirt/mildew/stains				Jan-11	Mar-11	
4706 Lina Ct	Kun Ming Wang c/o Century 21 1725 Highway 60 East Valrico, FL 33594	called and spoke with property manager - gave 30 days from today 04/07/11 RP	Please replace dead grass with sod (no plugs)				Mar-11		
4705 Marsh Hawk Court	David & Jolene Royle		Please clean the roof				Mar-11	Apr-11	
2816 Mossy Timber Trail	Jose Jaquez	Having difficult time serving owner....SLK is pursuing other means of service. The fence parts are still there and the hedges are still 12 feet high. Work is completed....Maria at SLK is working on legal costs RP 013011 SJ scheduled for March 30	Repair fence; clean fence to remove dirt and mildew; bury exposed cable in front and side of house; shrubs/hedges may not exceed 6' in height anywhere on the lot; replace dead turf with sod (not plugs)				May-10	Jul-10	
2909 Mossy Timber	James & Jenevy Griffin	In bank foreclosure...owners have left house....sale cancelled day before sale. Maintenance Issues addressed by SLK to Griffin 021811; tenant rent letter by SLK 021811; Tankel handling foreclosure in 30 days	lift trees over sidewalk to prevent striking pedestrians, repair or remove the damaged basketball standard, weeds in cracks of concrete, weeds in plant beds, dead turf spots need to be replaced with sod (no plugs)				Aug-10	Sep-10	
2809 Norwood Hills Lane	Kenneth & Elizabeth Brewer	have been to mediation letter before for roof and cans....SLK sending new demand letter on cans/trailers/boat/shed	cans in dw, trailers and boat in rear yard, shed in rear yard				Feb-11	Mar-11	Apr-11

4905 Otter Creek Court	Ryan Montecalvo	<p>2nd owner Mr. McMichael called, he is the 1st owners father and has never seen any of the letters from us or SLK...he has now been served while at the house cleaning it up because his son moved out. He wants to make this all go away and will contact SLK, request 10 days to finish the cleanup, contact me to reinspect, then negotiate the legal bill with SLK. 98% of roof cleaned.....SLK trying to resolve and have last 2% which is right in front finished. 010511 Maria Ramos requesting case management conference in effort to settle. 030111 SJ being filed....maria dropped the ball.</p>	clean roof		replace dead turf with sod (not plugs), house needs painting with approved color; weeds in planter beds must be removed	Dec-09	Feb-10	May-10
3006 Partridge Point Trail	Carla Des Vignes	<p>August inspection: roof still not cleaned and dead turf spots remain Has been on hold due to collections lawsuit.....just finished collecting in full and now proceeding with enforcement issues. 010511 Rick will send final notice to owner today regarding the filing of the suit. No change to roof or dead turf....proceed to suit. RP 020111; Served Feb 16th RP 021711</p>	08/07/2009 Please clean the roof		Please replace dead turf with sod (not plugs)	Feb-10	May-10	Aug

2904 Winding Trail Dr.	Duwayne & Fayeshawn Smith	house cleaned... owner promised to have all done by end of December	clean the roof of dirt/mold/mildew, clean house of dirt/mold/mildew			add dt, dw/sw	Jan-11	Apr-11	
2906 Winding trail Drive	Don & Deborah Bodie	on hold till Aug... house has sinkholes and he is not doing anything until issue resolved.	clean roof of mold/mildew/dirt				Jan-11		