

HOA of Lynn Lake Meeting Minutes

Date: Thursday September 21, 2017 7:01pm-7:55pm

Location: Hillsborough County Sheriff's Office District III

7202 Gunn Hwy Tampa FL 33625

Meeting was advertised and posted at Lynn Road entrance billboard sign.

Board members: Kathi Saputo- Board President, Irene Perez-Vice president,
Nhan Nguyen- Treasurer, Tina Sage-Secretary

Matt King-ARC committee

Murray McGilveary- ENSUVI Property Management Inc.

Community members present: Victor Rodriguez, Tina and Mark Rumore, Frank Perez, Sandy MacWilliam, Miguel and Beatriz Hernandez, Juan Rodriguez, Stacy Pham, Tim Reed, Debra West Lake

I. Introductions

- A. Meeting minutes for July 20th and August 24th 2017 were approved by the board members.**

II. Property manager's report

- A. Protocol for monthly meetings was read by Murray. Murray noted this protocol is to make meetings more efficient. Board reviewed and approved motion to implement meeting protocol.**
- B. Monthly violation inspections were discussed. Murray noted that 38 out of 78 homes were "not maintained" based on bylaws. Murray discussed question about the governing documents being "vague" regarding trimming. He provided the definition, which states "to make something neat, tidy, or well groomed", which is subjective. "Maintained" is defined as "to keep something the same (as how it was when initially built/planted)". Murray suggested bringing these inspections into email form to help reduce the cost of sending out these inspection notices.**
- C. On 9/21/17, 78 letters were mailed out to provide information on the new online payment option for HOA dues. If homeowner agrees to it, check "okay" to send email, take a picture or email form back. To make payments online, homeowners go to www.ensuvi.com.**

III. Treasurer's report

- A. Delinquent dues: two homeowners are delinquent. They were given a 30 day notice by mail and another 10 day notice by certified mail. A late fee has been applied. Homeowners have until the end of September to submit payment. If payment is not submitted, it will be sent to the lawyer and homeowner(s) will be responsible for attorney fees, legal fees, etc.**
- B. Monthly bank account balances: Wall account has \$15,000 and regular account has \$25,405.94.**

IV. Architectural Committee Report

- A. Matt reminded homeowners of ARC committee email, which is LynnLake.ACC@yahoo.com. Homeowners are to submit requests to this email for approval of projects.**
- B. Approved requests include: Nhan Nguyen (10930) exterior paint color and 10906 (Shiro) pavers upgrade in driveway.**
- C. Matt noted that ARC committee is in the process of working with Sherwin Williams on an approved color palette for Lynn Lake Community. Sample colors will be provided to homeowners. Kathi noted that they had a 3 hour consultation with the designer from Sherwin Williams. They provided color palettes from comparable estate communities. ARC chose approximately 40 colors for exterior body, 10 for trimming, and 10 for doors. ARC will go through which colors may not compliment the community. ARC will send the final color palette to the board by next meeting to finalize.**

V. HOA Board of Directors report

- A. Standing committee protocol was discussed. In the event a homeowner does not rectify a violation within 30 days, a 14 day notice via certified mail is provided and given a chance to repeal their case. If decide to appeal, the standing committee decides if it is a just case or not. Board of directors voted and approved on dollar amount for fine: \$50.00 per day, up to \$1,000 until violation is rectified.**
- B. Update on common area: Debris from hurricane was picked up, fallen tree by Anderson Rd entrance was taken out, billboard sign on Anderson was fixed on 9/20/17. Backboard was replaced and cement was placed on posts for stability. The gate by common area was fixed on 9/20/17. Next meeting is to remove the old dock and/or repair.**
- C. Kathi contacted Hillsborough county water regarding the water level of the lake on 9/15/17. Tracking number is TR9506851. Kathi encouraged homeowners to call as well so this issue can be resolved.**
- D. Community entrance signs are being looked into and Kathi noted that mysigns.com has good quality signs for a good price (less than \$100 per sign). Kathi is looking into purchasing 1 sign for each entrance. Kathi noted she is looking into purchasing a small sign that displays the monthly meetings are held every third Thursday of each month.**
- E. Debra Westlake was called upon to provide an update on the governing documents committee. Debra stated that she looked at laws (i.e. the right to display American flag, update fence materials, grandfathering things in). Debra noted that a petition can be**

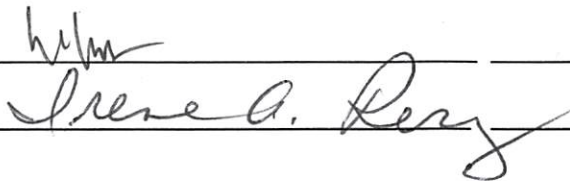
made and a quorum of 2/3rds of 78 homes need to approve for it to pass. Murray and Matt suggested compiling ideas that homeowners have about updating governing documents and placing it into a spreadsheet, then creating a survey for homeowners to vote on. Attorney would then update the governing documents to make the changes official.


VI. Residents questions and concerns

- A. Concern expressed regarding website not being "open". Board of directors explained that the website is meant for members of Lynn Lake Community and would like to keep our community business and official documents secured. Reminded homeowners of the process of creating a username and password to gain access and it can be accessed on public computers if homeowner does not have a computer. Board of directors noted that a newsletter will also be provided throughout the year. Homeowner asked about monthly newsletters. It was noted that board of directors are trying to reduce costs and placing information online to save on mailing materials.

Next meeting: Thursday October 19th at 7:00pm.

Signed:


Irene A. Perry


Pathi Saputo