

Lynn Lake Homeowners Association

Annual Meeting

January 25, 2016

The meeting was called to order at 7pm at Publix meeting room. (Gunn and Ehrlich)

Directors present: Doug Thorne, Matt King, Kathi Saputo and Ray Opperman.

- Homeowner Reid discussed private cars blocking the sidewalk and overnight street parking.
- Directors addressed the closing of one main entrance to the community to prevent the cutting – through traffic from Anderson Road in the morning.
- Following up with county about the ditches to prevent future overflow.
- Homeowner's son (Scott Blum) wants reimbursement of \$450.00 from the HOA in regards to cleaning the ditches on his side of the property a few months prior. He was advised that he is not an actual homeowner and the problem needs to be addressed by the actual homeowner.
- He was told that if he gets money reimbursed that 2 other homeowners whom paid out of pocket for previous board of director's negligence would need to be reimbursed too.
- Discussed the possibility of property management for the future of this community.
- Meeting adjourned at 8:30p.m.

Sign-In Sheet Jan 25, 2016

Victor Rodriguez 110341

Marta Schiro

Richard Schiro

Juan Rodriguez

TIMOTHY REED

STACY PHAM 11050

Debra Westfall

Scott

Lynn Lake Homeowners Association

Board of Directors Meeting

January 8, 2015

The meeting was called to order at 6:30 p.m. at 10920 Lynn Lake Circle. (Private residence of Jimmy Lin)

Members present were: Doug Thorne, Jimmy Lin, Kathi Saputo and Ray Opperman.

Member not present was: Matt King

Doug Thorne brought 2 bins that were handed over to him on January 3, 2015 by previous board member Maria Pisano. As of this date, Ivan Neal and Maria Pisano are no longer serving on the board.

Jimmy Lin made a motion to have present board members decide which position they will serve on the 2015 HOA board. Upon discussion and approval from all present board members, the following Lynn Lake 2015 Hoa Board will be:

President: Doug Thorne, **Vice President:** Jimmy Lin, **Treasurer:** Matt King, **Secretary:** Kathi Saputo and Ray Opperman will be the fifth board member to assist.

The board discussed and agreed to Doug Thorne and Matt King as authorized users of the HOA bank account. Previous board members Ivan Neal and Maria Pisano are still on the bank account. Doug will go to the bank to inquire what is needed to take over the Lynn Lake bank account and go to the post office to collect any checks/bills.

The meeting adjourned at 7:30 p.m.

Lynn Lake Homeowners Association

Board of Directors Meeting

January 20, 2015

The meeting was called to order at 4:30 p.m. at 10920 Lynn Lake Circle. (Private residence of Jimmy Lin)

Members present: Doug Thorne, Jimmy Lin, Kathi Saputo, and Matt King
Member not present: Ray Opperman

The board discussed having a general meeting with the homeowners within the next few weeks. Subjects to be discussed are: possible auditing, bank account balances/budget, landscaping company, community wall and common areas improvements.

Registration for new board members to be done this week.

Lynn Lake currently is in arrears with TAG lawn service. The previous board did not pay him for several months and Doug is going to look over outstanding bills so we could be up to current with him. The current board is questioning finding a new landscape company since contract is nearly up and several homeowners have complained in regards to the quality of work. We are going to get several bids from different landscape companies to compare within the next few weeks. Jimmy informed that he called Public Works and they only mow the outside of Anderson wall 4 times a year so we decided it was better off continuing taking care of that area ourselves.

Matt volunteered to make all the changes needed at Bank of America. Doug Thorne and Matt King will be the authorized users for the Lynn Lake bank accounts for 2015. Upon agreement, Doug will collect the HOA dues and Matt will deposit the money. Jimmy asked about online access and Matt will look into it.

Kathi informed board that she called Tony Marco (813) 276-8310 at Public Works to possibly have both entrances gated but he said that Lynn Lake Circle is a public road and needs to be open for all county officials, fire and police department.

Jimmy and Kathi are persistent in acquiring a new law firm for Lynn Lake. All agreed to get some proposals from reputable attorney firms.

Kathi will get bids from accounting firms for possible auditing.

Matt will get quotes for painting the outside wall and bids to repair or build a new dock.

Meeting adjourned at 6p.m.

Lynn Lake Homeowners Association

Board of Directors Meeting

Feb 22, 2015

The meeting was called to order at 12 p.m. at 10920 Lynn Lake Circle. (Private residence of Jimmy Lin)

Members present: Doug Thorne, Jimmy Lin, Kathi Saputo, Matt King and Ray Opperman.

Matt went over the bank statements. As of today, Lynn Lake has about \$35k between both bank accounts. (Checking and Wall Reserve) He discussed having online access with password and 2015 authorized user(s).

The board went over 1st quarter dues that were due by Feb 15th. Matt went over a list of homeowners whom have not paid. Doug was going to check the mailbox again to check if homeowners sent their payments late, before we mail out any letters.

The board discussed getting the HOA lawyer involved with a legal letter to those homeowners whom have not paid in 2014.

The Board discussed pursuing the previous board with an audit for financial discrepancies found in the files. (No bills found on file for the HOA attorney Brian Leung in the year 2013, questionable TECO charges, questionable bank account closed December 2014, 3 bank accounts in 2014, checks signed & white-out by previous board members) Kathi agreed to call a couple of firms that have experience with HOA's. Jimmy Lin suggested a couple of firms that are reputable.

Homeowners Frank and Irene Perez submitted a request to install pavers on their driveway. Their vendor emailed the board with their plans/design-all 5 members approved their request.

The newsletter went out Feb 10th to homeowners about the MEET AND GREET meeting on Feb 27th at Publix. Jimmy will type up an agenda for Feb 27th meeting to distribute to homeowners who attend. We will inform homeowners of our new facebook page as well at the meeting.

Meeting adjourned at 1p.m.

Lynn Lake Homeowners Association

**Board of Directors Meeting
Homeowners "Meet and Greet"**

Feb 27, 2015

The meeting was called to order at 7:05 p.m. at Publix. (Corner of Anderson & Gunn Hwy)
Announcement of meeting in the Feb 10th newsletter and Lynn Lake sign located on Lynn Road.

Members present: Doug Thorne, Jimmy Lin, Kathi Saputo, Matt King and Ray Opperman.

Introduction of the new board. Each member stated full name, position and a some personal background information.

Jimmy apologized and discussed to present homeowners about the delay of holding a first general meeting. Informed them that the previous board did not hand over all records and keys until January 2015 and not before Christmas of 2014 as promised in their last meeting.

Present board is still going over their records. The previous board did not go over any former records or business handling with the new board. The current board is putting the pieces of the puzzle together.

Jimmy and Doug informed homeowners that we are missing financial records and the outbound payments do not coincide with what is in the files. Current board talked about a strong possibility of auditing the previous board for questionable transactions and a 3rd bank account just being closed in December 2014. A few homeowners questioned the price of auditing and estimate is around \$5k. This would potentially increase homeowners dues and perhaps a possible assessment. 2 homeowners present suggested that it was a big expenditure. Matt talks about possible solutions/alternatives for the auditing and was open to any suggestions.

Jimmy discussed the landscaping situation in Lynn Lake. Informed present homeowners that the board is acquiring new quotes from landscaping companies since TAG's contract is nearly coming to an end. A few homeowners questioned the entrances, the ditches being cleaned out, the inside grass of the Anderson wall, etc. Homeowner Westlake suggested applying for the Hillsborough Friendly Green Grant of \$1,000-like the board in 2008 received. The board threw out several company names that they are considering, along with previous landscape company R&R.

Doug approached homeowners about violation warnings. Until the new board gets established and is current with all the paperwork from the previous board, homeowners will get a courtesy verbal warning. The board will look into following the bylaws and prevent selective enforcement as the previous board. Kathi stressed that every homeowners should read and study the bylaws to know their rights as a homeowner. She mentioned that the new violation letter will include the actual bylaw that is being violated as reference. She also stressed that the new board is hoping to be more

considerate and compassionate with working with any homeowners that comes across a problem. Our goal is to be approachable and avoid any potential legal problems like in 2014. Jimmy talked about keeping all financial books open to the homeowners. Matt informed at the meeting that 5 homeowners have not paid their dues. There is currently about \$30k in the regular account.

Doug opened forum on the floor. All homeowners present introduced themselves. Westlake commented about the previous tension in the community and how she does want to be personally attacked by any board member. She warned about retaining a lawyer if she receives threats or verbal abuse from anyone on the board.

Jimmy invited all homeowners to look up the new facebook page and send any email to hoalynnlake@gmail.com

Homeowner Westlake strongly urged that facebook is not appropriate to discuss any HOA matters and its more of a social media to announce Birthdays, Easter egg hunting for the kids, Lynn Lake potluck, personal events.

Homeowner Wise talked about the removal of her swing set by the previous board. She told everyone that it was unfair how some homeowners have trampolines and swing sets but she had to remove hers. She wanted to put it back and the board asked her to submit her formal request for approval.

A few homeowners asked the new board what was their short term and long term goals for this year. Doug answered to audit the books and start all over to prevent any new board member liable from any potential lawsuit in the future. Matt added to work on the community's curb appeal, retain new lawn care, pressure wash the sidewalks, fix the dock area and get new sod against the inside of Anderson wall.

Homeowner from 11009 Lynn Lake Circle kindly told everyone to excuse the presence of her house. She had to put timber and stakes to prevent people driving or parking on her yard. Also, mentioned that a large amount of run-off water coming from Anderson Road is sitting on her yard. She has called the county about this problem and coming in to evaluate.

Doug reminded homeowners about dogs not being on a leash and owners not picking up after their dogs. He will look into the County possibly providing sign and bags to put around Lynn Lake. He also suggested a possible block party for the summer of 2015.

At the end of the meeting, homeowner Bagley announced that she is irate that she has been receiving violation letters from the board about her rental property here at Lynn Lake. She and her tenants have received threatening letters with Lynn Lake letterhead within the month of January 2015. Kathi assured her that not one person from the new board has mailed anyone a letter, let alone 2 letters to her. She mentioned that she retained a lawyer already. Doug asked her to submit those letters to us via email or personally so the board could investigate and possibly take legal action to the person impersonating as a board member. (emails and copies of letters on file between the 2015 board and Bagley)

Kathi has scanned copy of Lynn Lake Bylaws. (Sending scanned copies to Homeowners Reed and Wise)

Meeting adjourned at 9p.m.

Lynn Lake Homeowners Association

Board of Directors Meeting

March 13, 2015

The meeting was called to order at 3:30 p.m. at 10920 Lynn Lake Circle. (Private residence of Jimmy Lin)

Members present: Doug Thorne, Jimmy Lin, Kathi Saputo, and Ray Opperman.

Not present: Matt King

Jimmy took care of the Florida Dept Business and Professional Regulations. Doug is going to take care of Sunbiz.

Board going over quotes from several attorneys. (4 bids)

All present members agreed to consult an attorney about the illegal letters mailed to homeowner Bagley in January 2015. Everyone on the board agreed whom the suspect was since the handwriting was identical to prior correspondence, as well as letterhead and envelopes with pre-paid stamps on file.

Discussed the possibility of holding the previous board liable for the removal of the dock without having a meeting with homeowners. The dock was removed and never replaced. The old dock was about \$17k according to HOA records. The board will consult a lawyer about this matter.

Kathi discussed all information retained from several accounting firms in regards to audit. (Accell Audit & Compliance, Bashor & Legendre, LLP, Calderon Davis, LLC and Nakamura & Abraham) All accounting firms will not be able to review or audit without monthly financial statements. They highly recommended a bookkeeper to do monthly financial statements. 3 of the Accounting firms charge \$120-\$150 an hour to review. "Agreed Upon Procedures" Nevertheless, the records have to be accurate and no paperwork missing. Nakamura & Abraham said a property manager would charge reasonable to maintain the bookkeeping aspect.

Doug mentioned approaching homeowners Williams about bookkeeping for the board. No interest so the board agreed to possibly look into a property management company to handle the financial aspect of the board. Jimmy recommended one company and will set up a meeting.

Kathi sent a courtesy letter to TAG Lawn about not renewing our contract. In the meantime, the board agreed to a trial period with Hudak's landscaping. (Proposition on file and Doug signed contract) Only his signature will be on the contract.

Also on file, Matt acquired several bids from painting companies and to build/repair dock.

Lynn Lake Homeowners Association

Board of Directors Meeting

April 2, 2015

The meeting was called to order at 6:15 p.m. at 10920 Lynn Lake Circle. (Private residence of Jimmy Lin)

Members present: Doug Thorne, Jimmy Lin, Kathi Saputo, and Ray Opperman.

Not present: Matt King

Doug received a letter from lawyer Daniel M. Genet representing Tom Figlio and Ivan Neal. It was a "Cease and Desist" about false accusations of them mishandling funds from being on the board.

Jimmy will be sending out late fee letters to several homeowners.

Doug mentioned he paid Hudak's and has copy of signed contract at home. (still not in files) Present board had a few discrepancies with the service. Kathi agreed to meet with Mike from Hudak's to walk the premises and possibly upgrade the entrances with more annuals.

Jimmy speaking to attorney about retaining financial records from Holcomb & Leung, the letter from Tom & Ivan and due to second hand information they received.

April Newsletter sent out to homeowners.

Discussed having the next meeting at Publix.

Meeting adjourned at 8p.m.

Lynn Lake Homeowners Association

Board of Directors Meeting

August 19, 2015

The meeting was called to order at 7:30 p.m. at 11058 Lynn Lake Circle. (Private residence of Doug Thorne)

Members present: Doug Thorne, Jimmy Lin, Kathi Saputo, Matt King and Ray Opperman.

The board discussed the blue tarp over the Hernandez home. Kathi approached them and they have a leak in their bedrooms, as well as above the sliding door. Matt spoke to Mrs. Hernandez too. Due to the amount of rain, they have water coming through their roof. The roofing company suggest not to take down the blue tarp until insurance company fixes the roof. Jimmy suggested we give them 30 days from todays date to remedy the problem and then send a letter. Insurance companies tend to take a while and flooding is their priority right now during the rainy season. The board agreed to give them 30 days.

Kathi asked about the house with the pool wall caving in. Few homeowners are complaining as to what is being done. The wall was reported to board members May 2015. Ray said that no pool company wants to touch the problem and now the owners are looking for a seawall company.

The town came out with 2 water compressors to drain some of the water from the lake. The compressors will be here for a few weeks. In the meantime, the road will be closed. Kathi suggested perhaps we could use the lake to water the common areas and/or homes on the lake in the future.

Since homeowner Borden's house is in pre-foreclosure process, Doug told us the HOA lawyer is on the works to try to get the OK to pressure wash her property. Also, Doug told Hudak's to cut her lawn.

Per Doug, Mitchell came out to repair the sprinkler systems. (text record on file that he came out 7/21/2015)

The board went over yards not being kept, pressure washing sidewalks, mailboxes restored, etc. Doug and Matt suggested walking around one day and making notes of the violations.

Kathi asked about the entrance lights and painting the old, decrepit signs in each entrance. Kathi is opting for wall sconces on each column since we have been having problem with the entrance lights for almost 10 years. Doug said he will have the signs painted by a retired homeowner by the end of the week, as well as purchasing the lights. (Matt confirmed that the board has no debit card and was going to request one from the Bank of America) Kathi suggested the wooden signs to be painted black.

Jimmy brought up the mulch not going down per Hudak's contract. Ray was going to talk to Hudak's about the spreading of the mulch and flowers for the entrances. He works right across from Hudak's.

The board discussed having a general meeting with the homeowners in Mid September.

Meeting adjourned 9p.m.