

TALLAVANA HOMEOWNERS' ASSOCIATION, INC.

Minutes of the monthly Board of Directors meeting held on December 14, 2004 in the meeting room of the Havana Library, Havana, Florida.

PRESENT: Jean Wood, Tommy Baker, Linda Ortiz, Don Magruder, Tom Scott and Kimsey Helms, Board members, Debbie Robinson, Secretary to the Association. See attached list of others in attendance.

ABSENT: Joe Smyth (Training for work)

The meeting called to order at 7:10 pm by President Jean Wood.

Meeting was to be recorded by Association Secretary for the purpose of accurate minutes, however, there was a malfunction with the recorder.

Approval of Agenda:

Revision of the agenda to move item #2 under New Business, Gadsden County Humane Society, to be discussed after the Treasurer's Report.

MOTION BY TOMMY BAKER, SECONDED BY TOM SCOTT, TO APPROVE THE AGENDA AS AMENDED. MOTION CARRIED.

Approval/Corrections of November 2004 Minutes:

MOTION BY TOMMY BAKER, SECONDED BY KIMSEY HELMS, THAT THE MINUTES BE APPROVED AS CORRECTED. MOTION CARRIED. (Corrections consisted of grammatical errors & clarification.)

Treasurer's Report: Corporate Secretary Debbie Robinson reported the total deposit for November was \$11,307.25, expenses of \$7,060.41, checking account balance is \$85,204.14, and the balance in the sinking fund is \$193,563.79. There was a transfer from the sinking fund to checking in the amount of \$50,000.00 to cover asphalt overlayment expenses that will be payable first week of December. Larger expenditures were for association property taxes and dirt road maintenance.

MOTION BY TOM SCOTT, SECONDED BY KIMSEY HELMS, THAT THE TREASURER'S REPORT BE APPROVED AS READ. MOTION CARRIED.

New Business: Item #2 – Gadsden County Humane Society

The President of the Gadsden County Humane Society, Maureen O'Brien, spoke for a few minutes in regards to the organization. She thanked the Homeowners' Association for allowing the inserts for the membership drive to go in the Winter Edition of our newsletter. Ms. O'Brien informed the board and attending membership that the Humane Society was the only animal welfare organization in Gadsden County and is in need of funds and/or volunteers. She also explained that the Humane Society is not animal control.

The main purpose for the Humane Society in requesting an audience with the Board was to ask permission to hold a fundraiser for THA members only in January or February. The Society is proposing an informational/membership drive event. It was stressed that this would be for the neighborhood only and to be held at the Pavilion.

MOTION BY TOM SCOTT, SECONDED BY KIMSEY HELMS THAT THE GADSDEN COUNTY HUMANE SOCIETY BE ALLOWED TO HOLD AN INFORMATIONAL/MEMBERSHIP DRIVE ACTIVITY AT THE PAVILION FOR TALLAVANA HOMEOWNERS ONLY. MOTION CARRIED.

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It was suggested that the Humane Society could bring brochures to pass out at the Annual Meeting in January. For more information regarding the Humane Society, we can visit their web site at www.gadsdenhumane.org.

Correspondence/Phone Calls:

1. Don Magruder received a phone call from Phillip Webb, of Tallahassee, who is considering purchasing and developing the 29 acres that is currently owned and for sale by Mrs. Lincicome. Mr. Webb is interested in developing 18 lots with the 19th lot for storm water drainage. Don and Mr. Webb discussed the ingress & egress issues. Don asked that a set of covenants and the ACC regulations be sent to Mr. Webb.

There was board discussion about the 29 acres and some of the issues that may arise if developed.

MOTION BY TOMMY BAKER, SECONDED BY LINDA ORTIZ, THAT A LETTER BE SENT TO THE GADSDEN COUNTY PLANNING & ZONING COMMISSION AND TO THE LISTING REALTOR OF THE 29 ACRES INFORMING THEM OF THE EASEMENT AND ACCESS ISSUES. MOTION CARRIED.

THE MOTION WAS THEN AMENDED TO HAVE OUR ATTORNEY DRAFT THE LETTER AND DETERMINE WHO SHOULD RECEIVE THE LETTERS. MOTION CARRIED.

BOARD REPORTS

Member Relations: Reported by Linda Ortiz

The web site statistics were not available to report on the activity for November.

Linda reminded the board and membership that articles for the Spring Edition of the newsletter are due February 15th.

Linda reported that the Christmas Social was a success with approximately 50 members and guests in attendance. A big "Thank you!" to the social committee.

Linda asked the board, for the purpose of member relations, if she might take pictures of the Christmas displays of some of the homeowners to put on the web site. The pictures would be taken from the street and of course at night. The board did not see a problem and was in agreement.

Legal: Don Magruder:

A. Lincicome case –We are waiting for Judge Reynolds to set a date for a pre-trial hearing to determine the issues that should be brought to court. The date could be in January or February.

B. Connelly case –A letter was sent to our attorney, Rob Maloney for a status report. As of this date, we still have not received a response.

Kimsey Helms recommended that all correspondence that is sent to our attorneys concerning a legal case should be sent certified mail, return receipt.

On November 23rd, Don interviewed attorney Rick Benton for consideration of replacing Rob Maloney. Should the association decide to change attorneys, a motion to change attorney will be filed.

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The issues with Magnolia Court have not been resolved and we have not heard from Mr. Heidenreich nor have we seen any work being done concerning the storm water issues. Also, a second home is being built on Magnolia Court and there are problems with run-off. Mike Mapstone said that he would discuss the drainage problems with the contractor.

It was suggested by Jean Wood to have the report of the Budget Review Committee at this point in the meeting so that the chairperson, Don McEwen may give his presentation and then leave the meeting early due to health problems.

Budget Review Committee: Members of the committee are Don McEwen, Skip Sheffield, Donna Johnson, Lance Ortiz, Roxann Dunn and Debbie Robinson. Board members attended some of the meetings to present their budget requests for the 2005 budget year. Don McEwen highlighted some of the changes for the 2005 budget.

The infrastructures of Lake Tallavana are approaching 30 years old. After an engineering study on all the culverts in the community, it was found that at least 28 culverts need replacing within the next 10 years, 17 of the 28 need replacing in the next 5 years or sooner. Culverts under dirt roads will be replaced opposite years from those being replaced under pavement since a section of pavement is scheduled for overlayment every other year. The 2005 budget includes 6 culverts on Hickory Lane to be replaced. There will be no culvert replacements under paved sections until 2006.

Another change for 2005 is to hire Debbie Robinson as a contract employee as Corporate Secretary/Bookkeeper for a minimum of 80 hours a month. The position is currently taking 50-60 hours a month, which the association is paying \$300 a month. The position requires even more hours than what Debbie has available since she also works full time. With the proposed increase, Debbie will quit her 40-hour/week job and work as a contract employee for the association for a minimum of 80 hours per month. As a contract employee, Debbie will be responsible for all social security and Medicare benefits. There will be set office hours when Debbie will be available to the members as well as allow time to assist the board members that already volunteer many hours to the association.

There will be continued work on lake restoration in 2005. The main focuses will be on the D-8 retention pond area and the lake shoreline. Some of the issues that will be addressed in 2005 are shoreline restoration along the common grounds, D-8 ravine stabilizing, water quality sampling, storm water quality & loading analysis and toxic algae analysis. The association hired a new lake consultant this past year and will work closely with Dr. McGlynn toward the goals of a more healthy lake.

There are a couple of items in maintenance that are being considered in the 2005 budget. The pavilion area septic system requires a new drain field, as the current drain field is obviously not working. The Budget Review Committee is recommending engineering studies in 2005 for pavilion repairs/expansion in order that realistic figures might be included in future year budgets for the actual work.

The board was given copies of the 10-year budget model and a detailed 2005 budget for review. The Budget Review Committee will now fine-tune the 2005 budget that will be presented to the board for a vote at the January 11th board meeting.

Lake Management: Reported by Jean Wood & Tom Scott

Tom Scott reported that a meeting was held between some board members, Sean McGlynn, our new lake consultant and Scott Mateo, also an environmental consultant. The group examined the erosion that is occurring along the shoreline at the common area and the dam. It was discussed that there are

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several options that can be used depending on the amount of erosion. In the most severe areas, it was suggested that we use some fill, environmental matting and plants. In the less severe areas, the use of riprap was suggested. Both mentioned solutions are environmentally friendly and most likely to be approved by the FDEP.

The group then toured the D-8 area. It was suggested that riprap be used in the ravine area to slow the flow of water that runs down the ravine and schedule clean-outs of the D-8 retention pond on a more regular basis.

Sean is currently working on obtaining the permit from FDEP for the shoreline work.

There has been an ongoing problem in the D-8 ravine that involves the farmer upstream. Most of the fill coming into the lake from that ravine is coming from upstream off the farmer's property. The Agricultural Extension office has been in contact with the property owner, Mr. Lambert. If Mr. Lambert meets the deadline of tomorrow, December 15th, to apply for a grant for help in erosion control, he will receive funds that will help him do what it takes for best management practices regarding the erosion that is running off into Lake Tallavana. Should Mr. Lambert receive the grant, he will still have to contribute personal funds to match the amount of the grant. There was discussion that since we stand to benefit greatly by this endeavor, perhaps the association should offer to help Mr. Lambert with the matching funds. Should Mr. Lambert receive this grant, the work needed in the D-8 ravine will not be as involved and some of the budgeted funds could be used to assist our neighbor.

MOTION BY LINDA ORTIZ, SECONDED BY KIMSEY HELMS, THAT SHOULD MR. LAMBERT RECEIVE THE GRANT FOR 2005 TO HELP WITH EROSION CONTROL, THE ASSOCIATION WILL FINANCIALLY ASSIST MR. LAMBERT UP TO \$20,000.00 OF THE \$40,000.00 THAT IS BUDGETED FOR THE D-8 STABILIZATION IN 2005. THE FINANCIAL ASSISTANCE IS TO HELP UPSTREAM WHICH WILL DECREASE THE AMOUNT OF WORK AND MONEY THAT THE STABILIZATION OF THE D-8 RAVINE REQUIRES. MOTION CARRIED.

It was suggested that if Mr. Lambert does not get the grant for 2005, that the association form a relationship with Mr. Lambert that a solution can be found for the erosion problems.

Board Member Tom Scott had to leave the meeting at this time, 9:25 p.m.

Jean Wood reported that she has received several phone calls from members requesting that the chasing, shooting, and noise making to scare the cormorants not occur during the weekends. After discussion on possible solutions, it was agreed that there will be no shooting or pyrotechnics on weekends but the cormorant control could still run the boats with the outboard motors to keep the cormorants from gaining in numbers during the weekends. Jean will speak with the cormorant control volunteers regarding the weekend noise making.

Lake Watch – Pat Powell: No report as there has not been anyone available to go out. Pat is planning to have the committee go out Sunday, December 19th, depending on the availability of a boat.

Security: Tommy Baker

Tommy reported that Scott Ivey worked 20 hours for the Association and 20 hours on duty in the month of November. Scott performed 80 house checks and 18 vehicle stops. No report from Billy Kemp.

Gate: The gate was staying open again and it was found that a timer and a relay needed to be replaced. There was mention that the gate seemed to close too quickly after a car passed through, Tommy will check on the sensitivity.

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Roads, Grounds & Dam: Kimsey Helms

Kimsey reported that Peavy & Son Construction have finished with the culvert replacement and the asphalt overlayment. The work that was to be done on Deer Pass is also complete and satisfactory. Peavy has billed the association for the work that has been done thus far minus a 10% retainage. Peavy has yet to paint the stripe and install reflectors. Once those items are complete, the association will pay Peavy for the additional work and the retainage. Peavy will grade the dirt piles in the power easement under a separate bid and invoice.

Bids for mowing, tree removal, grading and general grounds maintenance were sent to the following: Marc Cocke, Bradley Cox and Wayne Kelly. Only the bid to Marc Cocke was returned to the association.

MOTION BY KIMSEY HELMS, SECONDED BY TOMMY BAKER THAT WE ACCEPT THE BID FROM MARC COCKE FOR THE NEXT TWO YEARS AND THAT WE DRAFT A CONTRACT IN THE FORM OF THE BID TO BE SIGNED BY MARC AND THE ASSOCIATION PRESIDENT. MOTION CARRIED.

COMMITTEE REPORTS

ACC: Reported by Mike Mapstone

ACC meeting held on December 9th, following items were recommended by ACC for board approval:

- a-1. Gary & Debbie Robinson, 145 Honeysuckle Drive, submitted trim color change.
- a-2. Heather Lanham & Randall Swingle, 56 Mason Court, submittal for 2,983 sq. ft., two-story house, exterior walls of hardiboard lap siding, all colors in accordance with ACC regulations. Placement of house to respect all buffer zones, driveway not to exceed 20' cut in front 30' buffer. This approval is contingent upon bringing homeowners dues up to date. Owners purchased lot on June 24th but the Association was not made aware until the submittal for house plans. Mr. Swingle has been contacted concerning assessments that are due from the date of purchase.

MOTION BY TOMMY BAKER, SECONDED BY KIMSEY HELMS THAT THE SUBMITTALS TO THE ACC BE APPROVED AS RECOMMENDED. MOTION CARRIED.

- b. It is still not known if the ACC Building Permit signs have been ordered.

Details of ACC recommendations on file.

Nominating Committee: Members of the Nominating Committee are Doug Crawford, Pat Powell, Bobby Boatright, CeCe Langford and Milton Wood. Ralph McCaskill is the alternate. The Nominating Committee presented the following members to be considered for election to the board:

Mike Mapstone for a 3-year term.

Mike Jefferis for a 3-year term.

Joe Smyth for a 2-year term to finish the term of a board position that was filled at the 2004 Annual Meeting and was vacated in 2004. Joe is currently serving in the vacant position as interim until the 2005 Annual Meeting.

OLD BUSINESS

1. Mason Drive – Bulletin Board & Light update – Jean and Milton Wood installed an outdoor bulletin board. Kimsey Helms and Dave Taylor purchased new light tubes and the Mason Drive sign now has lights. The ground needs to have some leveling done in the area of the sign.
2. Sheffield Preserve – Progress Energy Co. – update – Marc Cocke has removed the fallen tree and mowed the designated area. Peavy will be taking care of the dirt piles by spreading the dirt out.
3. Bulletin Board at gate – The lock has been cut off. The board has decided to leave the lock off as long as the past problems do not arise again. Should any official THA notices be removed prematurely or inappropriate notices be posted, the bulletin board will be locked once more.

NEW BUSINESS

1. Gadsden County Public Library – The Friends of the Gadsden County Public Library sent a letter to solicit contributions to support the Gadsden Library system. The Havana branch library does not charge the association for use of the meeting room for our monthly board meetings.

MOTION BY TOMMY BAKER, SECONDED BY KIMSEY HELMS THAT THE HOMEOWNERS' ASSOCIATION CONTRIBUTES A TOTAL OF \$100.00 TO THE GADSDEN COUNTY PUBLIC LIBRARY. MOTION CARRIED.

With no further business, at 10:07 pm, Don Magruder moved to adjourn, Tommy Baker seconded.

Respectfully submitted,

Debra Robinson,
Secretary to the Board

/dr