

**TALLAVANA HOMEOWNERS' ASSOCIATION, INC.**

Minutes of the monthly Board of Directors meeting held on Tuesday, October 13<sup>th</sup>, 2009 at the meeting room of the Havana Library, Havana, FL.

PRESENT: Linda Ritchie, Earl Mills, Rob Combs, Bobby Boatright, Tom Scott and Larry Jones, Board members, Debbie Robinson, Corporate Secretary. See attached list of others in attendance.

ABSENT: Neil McDonald

The meeting was called to order at 7:06 pm by President, Linda Ritchie.

Corporate Secretary is recording the meeting for the purpose of accurate minutes. No one else is recording.

**Approval of Agenda:**

Revised: Tom Scott to make a motion immediately after approval of agenda and Earl Mills added Trees on Lot A-8 to Roads, Grounds and Dam.

TOM SCOTT MOVED TO APPROVE THE AGENDA AS REVISED. LARRY JONES SECONDED THE MOTION. THERE WAS NO OPPOSITION, MOTION CARRIED.

**Motion by Tom Scott**

TOM SCOTT MOVED TO LIMIT THE DURATION OF THE MEETING NOT TO GO BEYOND 9:00 P.M. IF NOT ADJOURNED EARLIER. EARL MILLS SECONDED THE MOTION. IN FAVOR: TOM SCOTT, EARL MILLS, BOBBY BOATRIGHT, ROB COMBS, LINDA RITCHIE. OPPOSED: LARRY JONES.

**Approval/Corrections of September 2009 Minutes:**

Clarification.

LARRY JONES MOVED TO APPROVE THE MINUTES AS CORRECTED. TOM SCOTT SECONDED THE MOTION. THERE WAS NO OPPOSITION, MOTION CARRIED.

**Treasurer's Report:** Bobby Boatright reported the total deposit for September was \$20,015.00, routine operating expenses of \$11,224.68, major project expenses of \$396.68, checking account balance is \$101.59, Money Market balance is \$53,896.96 and the balance in CDs/Savings is \$54,110.18. The larger expenditures under routine were for the restocking of fish and dirt road maintenance.

TOM SCOTT MOVED THAT THE TREASURER'S REPORT BE ACCEPTED AS GIVEN. EARL MILLS SECONDED. THERE WAS NO OPPOSITION, MOTION CARRIED.

Delinquent assessments – Briefly, a delinquent account amounting over \$2,000 was turned over to Attorney Ken Abele for small claims court. Debbie reported that once the 4<sup>th</sup> quarter billing is done, more letters will go out giving delinquent members a 45-day warning prior to a lien being filed on their property. Delinquent members can pay on their delinquency or submit a payment plan to the Board within the 45 days.

**Correspondence/Phone Calls:**

1. Linda Ritchie reported on an email received from member Claudia Brooks. She is willing to help with the newsletter. Linda forwarded Claudia's email to Linda Ortiz and asked that they work together on the newsletter.
2. Linda reported on calls from two different people with newsletter article ideas. When Linda asked them to write and submit the articles, they declined.

3. An email was received from Kristina Holmen-Mohr regarding the weeds at the north end of the lake. This will be discussed further under Lake Management.
4. Debbie reported on calls regarding the gate. The entrance gate was hit while closing and was damaged. This will be discussed further under Security & Gate. Larry Jones said that he too has something he would like to discuss under the Gate.

## **BOARD REPORTS**

### **Legal:** Linda Ritchie

Linda reported that the legal subcommittee has been communicating via email while Jim Poss is out of town. The committee will meet sometime in November to discuss using Robert's Rules of Order as needed at the annual meeting.

### **Member Relations:** Tom Scott

There were 1363 visits to the website in September.

The deadline for the newsletter is November 15<sup>th</sup>. Linda asked the Board members for their usual reports but would like to see the general membership submit articles as well. The date for the Annual Meeting will be announced in the Nov. 15<sup>th</sup> newsletter.

### **Lake Management:** Tom Scott & Neil McDonald (absent)

a. Carp report – There is no information regarding carp harvesting. Bobby Boatright said that in a conversation with Neil McDonald, it was determined that they would like to get the shock boat from Bill in order to be trained even if the trainer is Bob Rousseau or one of his employees.

Tom reported that Bob is supposed to be out to review the weed issues, particularly at the north end. Without impacting the new fish, we would like Bob to let us know what we can do so that people can get to their docks. Larry Jones said that he is against chemicals in the lake. He has done some research and found where the state says that members can get rid of their own weeds, via manually removing them from the sides of their docks out a certain number of feet.

Tom said that if the weeds are the alligator weed or Salvinia, we need to spray as they are an invasive weed. He said that it would be best to wait to hear from Rousseau. Bobby Boatright expressed his concern for relief for those along Beaver Creek but thought the rest of the lake looked okay. He said it would be great if we could get rid of the undesirable weeds and replace them with good aquatic weeds such as lily pads.

b. Cormorant Control – Motor repair: The motor is repaired and running. Tom Scott offered a boat to be used for cormorant control but needs the transom repaired. Gary Robinson will pick up the boat from Tom and repair the transom.

**Lake Watch** – Pat Powell: Pat reported they went out last month sampling three of the five stations. Due to shrinking funds for LakeWatch, we have been asked to collect from three stations and go out every other month. Pat reported the visibility at 2 feet, the best in more than three years.

Diane Sheffield reported the 3<sup>rd</sup> Quarter TMDL was done and we are waiting for Sean's report.

### **Security:** Rob Combs

Rob reported that Scott Ivey worked 20 hours for the Association and 16 hours while on duty in September. Scott reported 9 traffic stops and 95 house checks. Mike Fish worked 20 hours in August and 20 hours in September.

**Gate:**

a. Gate repairs & contractor – Debbie reported that on Friday, October 9<sup>th</sup>, a vehicle entering the subdivision hit the gate as it was closing. Scott Ivey was called to file an accident report. He said it was clearly a case of someone trying to beat the gate when they hit it. The person that hit the gate was determined. Bobby Boatright and Debbie moved the gate to a position where it could be opened all the way. There are clearly marks on the pavement where the tracking wheel scraped the pavement when the car hit the gate. The person does have insurance and THA will be expecting reimbursement for repairs.

Concerning repairs: At the April 2009 Board meeting, the Board voted on Bill Oswald to be the contractor to call as needed for gate repairs. There were 4 bid proposals submitted. Three of the contractors were higher in hourly rates but were licensed and insured. Bill's hourly rate was lower; he is not licensed and stated on his proposal that he was covered under the Association insurance policy.

Upon reviewing the bids, it was determined that we should confirm with our insurance agent that Bill is covered under the Association policy if he is paid as a contractor. In response, our insurance agent, Doug Croley, explained that as long as Bill was an unpaid volunteer working on the gate, he was covered under the Association insurance policy. Once we pay Bill as a contractor, he must have his own insurance. The Board was now faced with determining a new contractor that is licensed and insured for the repairs of the gate as a result of the accident. It was the consensus of the Board to hire the repairs done due to the extent of the damage and that the damages would be covered by the person's insurance.

TOM SCOTT MADE A MOTION FOR THE REMAINING THREE CONTRACTORS TO BE CONTACTED SO THAT THEY MAY SUBMIT AN ESTIMATE FOR REPAIRS ON THE GATE. ONCE WE DETERMINE WHO WILL BE AWARDED THE REPAIR JOB, WE WILL LATER DETERMINE IF THAT CONTRACTOR WILL BE OUR REGULAR REPAIR PERSON. LARRY JONES SECONDED THE MOTION. MOTION CARRIED.

Wanting to go on record, Larry Jones spoke about the false sense of security we have regarding the gate. He was coming into the subdivision when he noticed that the car behind him was also going to come in. Larry told his story of circling back and observing the movements of the other car. In conclusion, the other car made it through the gate following another vehicle. Larry said it was apparent the occupants did not live in Tallavana but they were bent on getting in. He wanted the rest of us to know that the gate does not mean we have security.

b. Neighborhood Crime Watch – After recent break-ins, the message board on the THA website had an entry suggesting the Association look into Neighborhood Crime Watch. Linda said she responded to the message letting everyone know that we had good security in Scott Ivey and Mike Fish, but for anyone interested in Neighborhood Crime Watch, we would discuss it at the October Board meeting.

After researching the criteria for NCW, Linda reported that lots of volunteers would be required as part of a combined effort with the police force. Since the program requires so many volunteers, it did not seem feasible that NCW would work in Tallavana. Earl encouraged neighbors to be aware of each other and to pay attention.

There have been 4 incidents in the last 30 days of a dead deer found in residents' yards. The cause of death is not obvious. Rob will call Mike Fish to investigate.

**Roads, Grounds & Dam:** Earl Mills

12-Pipes warranty work – with the help of Doug Croley, Earl finally received a response from Preble-Rish. Justin Ford and his inspector will meet with Earl on Thursday, Oct. 15<sup>th</sup> at 1:00PM. Anyone else who would like to participate is invited. Earl also received a call from Chris Forehand, one of the Preble-Rish partners to confirm that one way or the other, our issue would be handled.

a. Engineer report for dam: Preble-Rish will be submitting a new proposal. They, however, remain convinced that the primary overflow needs to be replaced. Their new proposal should be received

in about a week. The other report from Ardaman, which was included in the Board packets, is basically no more than what it says. It does not include any modeling to determine if the primary is dangerously undersized given today's standards. Jaks Engineering has also submitted a proposal with essentially the same work as Ardaman but would do the work on an hourly basis with an estimated cost between \$1500 and \$3000.

b. D-8 Sediment Pond – Kimsey Helms is working on determining from DEP the need for permitting to restore the D-8 Pond to the original specs. Bobby Boatright and Larry Jones are working on refining the bid proposal that Earl submitted to the Board at the September meeting.

It was the consensus of the Board that the D-8 sediment pond required cleaning. Debbie will provide Earl with name of the vendors used in the past.

c. Trees on Lot A-8: Earl contacted Mr. & Mrs. Isherwood concerning three trees on their vacant lot that are in imminent danger of falling across the roadway. They have agreed to have the trees removed and will take care of contacting a contractor for the removal.

Earl reported he is working on items for the Budget, especially the engineering for inspection of the dam. He also reported the mowing has slowed down and Marc is now concentrating on the dirt roads.

## **COMMITTEE REPORTS**

### **1. ACC:**

a. ACC Report – Since the full report is attached to minutes, a brief summary follows:

#### Approved Submittals:

Lee & Diane Sheffield, 1291 Tallavana Trail, submittal for house paint to be near the existing color and new stone in the driveway.

Alex & Amy Cardona, 810 Hickory Lane, submittal for tree removal.

Larry & Peggy Jones, 664 Mason Drive, submittal for perimeter fence with the exception of front buffer where fence will be set back from the buffer.

Howard Myers, 3027 Tallavana Trail, submittal for tree removal.

Larry & Vicki Sellers, 2507 Tallavana Trail, submittal for porch replacement.

Dorothy Ross, 200 Audubon Dr., submittal for concrete apron with turn around.

Don & Linda Ritchie, 3899 Tallavana Trail, submittal for tree removal.

**See full report attached to the minutes**

b. Other ACC business – No other business

2. **Lake Management Planning Committee:** Diane Sheffield reported she and Sean McGlynn went out for the 3<sup>rd</sup> Qtr TMDL sampling. A report is forthcoming.

3. **Budget Committee:** The Budget Committee held a meeting on Sept. 29<sup>th</sup> at the Hazel Baker Community Center. There were 6 members in attendance. Reading from the minutes of the meeting, Debbie gave the highlights.

Concerning the guidelines for THA Project Proposals, the committee agreed that the guidelines should be published on the web site so that all members could have ready access to them to use in defining and proposing any new project. The guidelines provide a clear structure to describe a proposed project, its benefits and estimated costs. The information gathered then enables the Board to make better decisions regarding proposed new projects and give a base to writing adequate scopes of work, bid specifications, and work orders.

The Budget Committee discussed the proposals submitted by the engineering firms regarding the stand-pipe situation. The first determination of the committee is “do we have a problem and if so, how bad is it and how soon do we need to act upon it.” The next phase, if needed, would be to develop and appropriate engineering design and ending with the construction of the proposed solution. The work is continuing towards the Board’s selection of an engineering firm who will conduct the dam inspection in 2010.

The Corporate Computer project is now complete with the last purchase of an external hard-drive for record retention and back-up. The project came in under budget.

Repairs to the D-8 Sediment Pond will be added to the Budget Committee’s project list. Fireworks for July 4<sup>th</sup> should be written up as a project to establish realistic cost estimates and expectations. The Budget Committee agreed to omit funding for fireworks for 2010 until more information is known.

THA Board committee chairs should submit their 2010 budget estimates so that the committee can start getting the proposed 2010 budget ready for the Board’s consideration.

The next Budget committee meeting is Tuesday, October 27<sup>th</sup>. Due to the amount of delinquent assessments, income in the 10-year model will be adjusted.

Bobby Boatright mentioned that he would like to pursue the purchasing of beneficial aquatic plants for the lake. He also mentioned that restocking is a normal line item in the budget although not funded every year. There are plans for more restocking in 2010.

**OLD BUSINESS**

No old business.

**NEW BUSINESS**

No new business.

With no further business, meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Debra Robinson  
Corporate Secretary

**TALLAVANA HOMEOWNERS' ASSOCIATION, INC.  
ARCHITECTURAL CONTROL COMMITTEE**

**October 1, 2009**

**Minutes/Report**

Meeting of the monthly Architectural Control Committee (ACC) was held on October 1<sup>st</sup>, 2009 at the pavilion of Lake Tallavana.

PRESENT: ACC Members –Pat Powell, Jim Grantham, Gary Robinson, Kimsey Helms, and Dorothy Ross, Alternate.

THA Members –Linda Ritchie

**Approvals:**

Lee & Diane Sheffield, 1291 Tallavana Trail, submittal for house paint to be near the existing color. Also new stone in driveway.

Alex & Amy Cardona, 810 Hickory Lane, submittal for removal of trees that are threatening to fall on the house and the removal of other trees that are about to fall. No trees to be removed are in the buffer.

Larry & Peggy Jones, 664 Mason Drive, submittal for perimeter fence with the exception of front buffer. Fence will not encroach the first 30 feet along the front. Fence will also cross the driveway where an electronic gate will be installed. Plantation type fencing will be used along the sections facing the road, all other sections will be wire.

Howard Myers, 3027 Tallavana Trail, submittal for 3-4 trees that are leaning over hot tub. Trees are not in the buffer.

Larry & Vicki Sellers, 2507 Tallavana Trail, submittal for replacement of back porch. The existing concrete porch is cracked and deteriorating. Concrete porch is to be removed and the new porch will be constructed with treated lumber.

Dorothy Ross, 200 Audubon Dr., submittal for concrete apron with turn around. No trees will be removed and buffer is not encroached.

Don & Linda Ritchie, 3899 Tallavana Trail, removal of huge pine tree currently dropping limbs on house. Also removal of a sweet gum tree that is dying. Neither tree is in the buffers.

**Pending:**

**Other ACC Issues:**

Respectfully submitted,

Gary Robinson, ACC Member

Typed by Debbie Robinson  
Corporate Secretary for Tallavana Homeowners' Association