**Thousand Oaks HOA Annual Meeting**

**13 May 2022**

**Final Minutes**

**In attendance:** All Board members-Ernie, Lynn, Ashley and Steve, Attorney Iglesias, Interim Financial Management Support (Valerie)

* Adrian Lewis- 1304 Thousand Oaks
* Steve and Dawn Sylvia- 405 Thousand Oaks
* Joey- 600 Thousand Oaks
* Mark and Colleen Craig- 1222 Thousand Oaks
* Candee Lopez- 600 Thousand Oaks
* Deb Hoffman 151 Thousand Oaks
* William Mitchell- 143 Oak Leigh Court
* Jessica Ross- 104 Secluded Oak
* John and Ivena Grantham
* Gary Hackett- 227 Oak Chase Place
* Stefano Hoffman- 104 Secluded Oak Ct
* Jenny Thomas- 691 Thousand Oaks
* Rick Christoffel- 141 Thousand Oaks

**Call to order at 6:33 p.m. Eastern time**

**Confirm notice of meeting-Ernie**

Notice is hereby given that this is the ANNUAL MEETING of the Homeowners of Thousand Oaks HOA. The agenda has been provided in advance by mail to home owners.

**Owners from 15 homes were present on the Annual Zoom meeting. A quorum is not present**

* Quorum requires 64 Homeowners or proxies

**Election of Board Members**

* No new proxies were received for open Board positions. Two candidates from the outgoing board shared proxies.
* The standing Thousand Oaks HOA Board is President- Ernie, VP-Lynn, Treasurer- Ashley and ARB Director- Steve. The Secretary position remains open. Proxies may still be submitted. Otherwise, Steve will continue to serve as the covering Secretary.
  + If you are interested in the Secretary position, please contact Ernie Marvin
* Board has hired a Financial Manager - Valerie. She is a licensed CAM and works per diem. Funding has been added to the 2022 budget for this service. Valerie uses the same email as Ashley (Treasurer email) -She supports Ashley with all financial work and issuing estoples.

**Presidents Report, Completed projects**

* HOA Dues Collection
  + As of 2021 billing cycle, 118 home owners owed dues, with 80 of those owing multi-year fees (55% outstanding). Currently, 9 home owners still owe dues currently (4% outstanding).
  + Currently, 24 home owners have outstanding 2022 dues. These will go to the lawyer for collections one week from today.
  + In summary, HOA has collected over $40K of outstanding dues with $26K currently outstanding
  + Home owners have two options for paying dues - 1) check or money order mailed to the HOA or dropped off to a Board member. 2) Per Florida Law, residents must request electronic invoice in-order to make an electronic payment via a secure, encrypted payment method.
* Storm drains were cleared by the County.
* Web site fix
  + Go Daddy issues were resolved
  + The registration platform issue was resolved by removing the registration requirement.
* Pond and Lake Maintenance
  + Some algae and weeds are being addressed.
  + Please make the Board aware of any pond issues needing attention.
* New signage was added at four locations - the front and back entrances and the community common lake areas.
  + No Parking on the Grass and street signs will be added soon.
* Brush and evasive vine cutback and clean up was completed
  + The contracting company cut deeper into the wetland preserve area. This is being replanted.
  + HOA is discussing adding a fence to the protected area to mitigate any future over-cutting in the area near the bridge/overpass.
  + Homeowners pointed out that debris cut by the Contractor was left in and over the bridge/overpass, potentially clogging the stream and may result in flooding if not removed. The Board has noted this issue and will look to address, as appropriate.
* Three alligators were relocated in 2021 by the state of FL.
  + Important that rental homeowners tell renters to not feed the gators.
* Landscaping has been completed to the front and back entrances.
* Numerous homeowners have complained about solicitors. The HOA did contract with a towing company. Company contact information is on the right-to-tow sign. Residents are encouraged to note details about solicitor vehicles (make/model, color and tag) and to call the tow company.

**Upcoming projects**

* A community-wide clean-up day will be scheduled within the next month or so.
* The County will not provide road sweeping. HOA is looking into options and cost for this service.

**Vice Presidents Report**

* Violations for parking are focused on the main roadway - Thousand Oaks Blvd.
* Three Zoom meetings for unpaid violations were scheduled. For those who joined and voiced issues/concerns, fees were waived. The remaining unpaid violations will be turned over to the HOA Lawyer.
* Recognizing the rate of inflation and costs for lawn replacements, the HOA has been lenient regarding fines. However, basic lawn care is needed to keep the community beautiful and homes at value. Everyone is expected to provide basic care, including mow and trim of existing lawns and to rake leaves.
* Due to the amount of work required by Board members, and absent of volunteers to assist, HOA is investigating the cost of hiring a HOA management company to run the HOA. Quotes received to-date reflect an average cost of $63K per year and would result in annual HOA dues increase of approximately $300 annually. If agreed to and hired, dues could be increased to $625 per year or more. Homeowners are encouraged to volunteer to alleviate the Board workload and prevent this action.

**Treasurers Report**

* The 2022 2022 budget and 2021 actuals were shared on screen for attendees to view.
* General and Administrative spending for 2021 were $10,226.29. 2022 Proposed Budget is $27,211.25. A discussion of increase in the budget took place.
* Grounds Maintenance spending for 2021 were $41,838.76. 2022 Proposed Budget is $39,339.00. Note: Security Services have been decreased and focused on presence during holiday seasons.
* HOA voted and decided not to incur cost to replace the non-functional entrance cameras at the Meeting last December.
* Lynn motioned to accept the 2022 Proposed Budget. Gary Hackett seconded the motion. No objections or abstentions; motion carried 2022 Proposed Budget was accepted.

**ARB Chair Report**

* Most of the ARB requests received are for solar panels, driveway extensions, fences, roofs, and house painting color palettes.
* Only one ARB request was rejected due to impact to drainage grates.
* Homeowners are advised to secure permits, as needed, for home improvements.
* Homeowners must call ARB (Steve) not a vendor
* Steve goes out and visits the homes and discusses the proposed improvements

**Attorney, David Iglesias**

* Of the 44 collections issues brought forth for Legal engagement, only 2 collections issues currently remain.
* Just a reminder that homeowners are responsible for Attorney fees due to collections. Homeowners are highly recommended to pay dues on time to avoid legal fees.

**Any other Business**

* The legally required HOA 30-year certification is due soon. To preserve the Governing documents, they must be preserved in a timeframe under 30 years for a Board vote to preserve. Over 30 years requires a member vote and significantly increases the cost of the 30-year certification.
  + Attorney David Iglesias will reach out to the HOA Financial Manager and President to begin the certification process.
* Bat houses around the lake are populated. Minimal complaints about mosquitos are reported.
  + If anyone wants a bat house installed near their home, contact the HOA President.
* Thanks to sharing of the County mosquito control information on the Thousand Oaks Facebook page, the County has sprayed the development by ground and sprayed the wetlands by plane. Note, however, too much spraying can harm the bats.
* Some homeowners have expressed concern over storage, boxes, trampolines, and trash cans around the sides of homes. Trash cans are often a problem at rentals.
  + A reminder that all trash cans must be behind a fence on non-collection days.
* A resident asked if the front entrance wall can be cleaned (such as power-washed or acid washed). The mortar is still on the wall from the auto accident a couple years ago. HOA has noted and will discuss this topic.
* A flood light at the back entrance has been out for months and is expected to be replaced shortly.
* If you see storm drains that are cracking or sinking, let Ernie or Stefano know as they are connecting with Polk County on this issue
  + Three storm drains are cracked and in need of repair. They have been reported to the County, but are low priority, per the County.
* A resident suggested adding Resources to the HOA web site, such as:
  + Duke Energy - Repair a street light request: https://salor-web.duke-energy.app/#/home/map/fl
  + Polk County Bulk Waste pick-up request: https://www.polk-county.net/waste-and-recycling/bulk-waste
  + Polk County Mosquito Control request: https://www.polk-county.net/natural-resources/mosquito-control-service-request?fbclid=IwAR0B\_ir5-Vu2Vi11foAf7JNlUn9cpY0eIsnbPNkgj83ersz6l-N6Wl5fJq0
  + Towing company contact information.
  + Davenport Police (non-emergency, such as noise after 11 pm) - 863-419-3306
  + Polk County Sheriff (non-emergency crime): http://www.polksheriff.org/contact-us

**Adjournment at 7:25 p.m. Eastern time.**

* Motion by Dawn and seconded by Stefano’ Motion carried unanimously

**These Minutes have not yet been Approved**