

# TWIN SUN LAKES HOMEOWNERS ASSOCIATION 2022 ANNUAL MEETING MINUTES

October 12, 2022

Minutes of the Twin Sun Lake Homeowners Association Annual meeting held at the Richardson Center (1485 Oakley Park, Commerce Township, MI 48390) at 6:30p.m. on the 12<sup>th</sup> day of October, 2022. The meeting was facilitated by Kelly Kelly (President), Sirisha Uppalapati (Treasurer) and Shelly Koloff (Secretary/Event Chairperson).

## Agenda

**Presenter: Kelly Kelly**

- A brief review of the agenda was given and displayed in the presentation for the attendees.

## Welcome

**Presenter: Kelly Kelly**

- The new board members who took over in January 2022 introduced themselves.
- Homeowners who were present at the meeting were asked to locate their house number on the sign-in packet and list their name(s), email address (if not grayed out) and to designate what types of electronic or social media options they used to receive communications from the HOA board. The board currently has a website and also uses Facebook, Nextdoor and email. The board would like to reduce the amount of hardcopy communications.
  - Website: [www.TwinSunLakesHOA.com](http://www.TwinSunLakesHOA.com)
  - Facebook: [www.facebook.com/TwinSunLakesHOA](http://www.facebook.com/TwinSunLakesHOA)
  - Nextdoor: Twin Sun Lakes Homeowners Association
  - Email: [TwinSunLakesHOA@gmail.com](mailto:TwinSunLakesHOA@gmail.com) (President) or [TSLHATreasurer@gmail.com](mailto:TSLHATreasurer@gmail.com) (Treasurer)

## Financial Update

**Presenter: Sirisha Uppalapati**

- HOA Dues: Current HOA dues are \$400 annually. With 80 homes in Twin Sun Lakes, expected annual income is \$32,000. However, we currently have three (3) homes who are delinquent (multiple years). The value of that missing income is \$6,092.00.
- 2022 YTD Financial Status: The current balance of the HOA account is \$26,538.00. It is anticipated that outstanding invoices for the remainder of the year will total about \$11,550.00 leaving a year-end balance of \$14,988.00.
- 2023 Estimated Maintenance Expenses: Maintenance expenses for 2023 include landscaping, pond/fountain maintenance, sprinkler system maintenance, fertilizing, utilities, events, and miscellaneous expenses. In 2023 new expenses will include attorney fees and treatment of the lake. Attorney fees will include assisting with the update of the bylaws/declarations (one-time fee) and to assist with the collection of delinquent HOA dues (as needed). Estimated expenses for 2023 are \$49,220.00.
- Proposal to Increase Dues: The board is proposing raising HOA dues in 2023 to \$500 annually. The reasons for this are to cover the increased costs of existing maintenance fees, cover legal expenses, and position the sub to increase the surplus in preparation for future repairs avoiding the need for special assessments. It has been six years since the last increase.

## Twin Sun Lake & Beach

**Presenter: Kelly Kelly**

- Current condition of the beach and water makes it unusable. Next spring TSL will begin using Aqua-Weed to treat the waterfront bordering Twin Sun Lakes sub. This vendor currently treats the Hidden Paradise sub side of the water. The vendor will apply two treatments annually which should result in the removal of the weeds and making the water usable for all TSL homeowners.
- The sub's current landscape company will also begin regularly maintaining the beach area and surrounding landscaping next spring and will be adding fresh sand to the beach area.

## **Twin Sun Lakes Bylaws & Restrictions**

**Presenter: Kelly Kelly**

- The current bylaws and declarations (or regulations) are original to when the sub was created with a few minor updates. The HOA board will be enlisting the services of an attorney to assist in the update of both documents.
- Volunteers Needed: The board is looking for five (5) homeowners to participate in a committee to review the current documents and make recommendations for changes, additions, deletions. Members must be available to meet once per week within a 30-45 day period. This committee will provide the board with their recommendations at the end of the present period.
- The HOA board provided a high-level overview of the full process.

## **Twin Suns Lake HOA Board Membership**

**Presenter: Kelly Kelly**

- The current bylaws state that the TSL board should be comprised of five (5) members. The board currently has three members and would like to bring on two (2) additional members. Shelly Koloff is currently serving a dual role as Secretary and Event Chairperson and has expressed an interest in stepping away from the Secretary role. In addition to backfilling that role the board would like to bring on a committee chairperson or a co-chairperson to work with the Event Chairperson.
- If the board is unable to fill the vacant positions it is recommended the bylaws be updated to reflect the board be comprised of just three (3) members.
- HOA Board or Management Company: People have historically asked about hiring a management company. The board explained why it would not be beneficial to use one including (1) there would still need to be a board in place, (2) the management company would basically be administrative functions (paying bills, calling vendors after the board notifies them, etc.) and (3) dues would increase about \$125 annually per property.

## **Events & Activities**

**Presenter: Shelly Koloff**

- Twin Sun Lakes used to host several sub-wide events. The board and events committee would like to try to bring some of those activities back. Some events that were hosted included sub picnic, egg hunt and chili cookoff.
- The board and committee are asking for input for possible future events.
- The committee is also looking for volunteers to help plan and execute these events (volunteers would not be considered board members unless they assumed the role of co-chairperson).

## **Issues & Violations**

**Presenter: Kelly Kelly**

- The board addressed a few issues/violations including:
  - Campers, RVs, Trailers, Boats, etc.: Per the current bylaws these items cannot be stored in the sub regardless of if they are in the driveway or street. The only exception is if it can fit in the property's garage with the door closed. Anything beyond 24 hours (enough time to load/unload) would be considered unacceptable.
  - Parking: Several properties have been parking their vehicles on/over the sidewalk. Also, vehicles that are parked in the street must be facing the correct direction. These are city ordinances and vehicles can be ticketed if they are in violation. With winter approaching please remember to move vehicles into the driveway when it snows so that the plows can clear the streets. If you are unable to park in your driveway please avoid parking directly across from another vehicle. This reduces the clearance to the point that the plow is unable to pass through.
  - Pets: Please remember that all pets must be confined to your property. This can be done via a tether or electric fence. If you use an electric fence you must provide enough clearance between any public walkways to ensure people can walk by freely without concern. Please also remember to clean up after your pets.
  - Signs: Current bylaws state that no signs may be displayed on anyone's property with the exception of those used to advertise the sale of a property.

## VOTE & VOLUNTEER

Presenter: Kelly Kelly

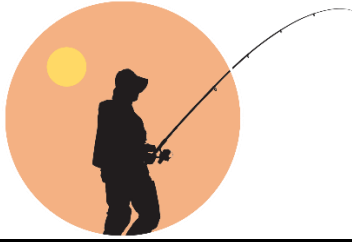
- The HOA board distributed the vote/volunteer form and provided instructions. The top (homeowner information) and bottom (voting) sections required completion. The middle section provides homeowners with the ability to volunteer for the board, bylaw/declarations review committee or event committee and is optional.

## Q&A

All Attendees

- **Question:** Do we have enough people to vote? **Answer:** No, there are not enough people present to vote. However, this is pretty much the standard turnout for our annual meetings. The board is going to contact the other eligible homeowners via email and/or social media to request their vote. Results will be announced via email and/or social media.
- **Question:** What are of the lake will be treated and when will it start? **Answer:** Treatment will start next spring in May. Aqua-Weed will be treating along the shoreline where TSL properties border and out. They will not be treating the areas in front of the cabin or the Highgate on the Lake beach.
- **Question:** Isn't there already a permit on file to treat the lake? The pond people were supposed to be treating the beach area. **Answer:** The permit on file is for the area directly in front of the beach only. The vendor who treats the pond can only backpack treat it because he cannot get his boat down there. We are no longer paying them to treat the beach area.
- **Question:** How much is it going to cost to treat the lake? **Answer:** It will cost \$5,000 annually. Breaking that cost down by the number of properties comes out to be about \$62.50 per homeowner.
- **Question:** How was it decided to pay for the treatment of the water? Why are homeowners who don't have waterfront properties paying for it? **Answer:** The board did discuss how to handle this. Overall, the lake is basically another common area. It is available for any TSL homeowner to use. Not just the beach area and the water in front of it, but the entire lake. Everyone pays their dues and those funds are used to maintain TSL common areas. If someone chooses not to use the common area, beach or lake, that's their decision; but it is a common area and should be maintained as such.
- **Question:** Those who haven't paid their dues, are they just for this year? **Answer:** The homeowners who have delinquent dues owe for multiple years. We currently have three homes with past due balances. One of those homeowners has made an effort and paid about 50% of what they owed and are staying in contact with us to let us know when they will be paying the balance. The other two homes have received multiple notices and have failed to even reach out to the board. The board will be engaging the services of the attorney to assist with filing a lien on those properties and collecting the outstanding balances. In 2021 there 10 homes that were delinquent for a total of about \$13,000 so we have made a significant improvement.
- **Question:** It seems we tried to do that before with a homeowner that was past due and it was overturned. The homeowner got an attorney and it was reversed. **Answer:** The board is aware of that situation. However, there was never a lien filed on that property; a Claim of Interest in Real Estate was filed and it looks like it is still there. The county was contacted to inquire about that property and recommended that if the board chooses to file a lien to make sure it had legal representation. Having the attorney involved in the process will ensure that the process is done correctly which should hopefully end in the HOA's favor. The attorney will become involved when the board requests it. At that point they will send a communication to the homeowner letting them know they are attempting to collect a debt. If the homeowner doesn't make the payment within the timeframe the attorney provided, the attorney will then inform them that a lien is being filed on the property and that continued failure to pay could result in foreclosure. The board doesn't anticipate ever getting to that point but hope the knowledge that it could happen encourages these homeowners to pay.
- **Question:** Is there anything that can be done with trees that aren't being trimmed? There are some that are hanging very low. Is there anything in the regulations about this? **Answer:** While there isn't anything in the bylaws specific to tree trimming, there is about homeowners maintaining their properties. This is something that could be addressed in the updated bylaws if someone on the committee suggests it.
- **HOA Board Request:** If you have any issues or notice any bylaw/declaration violations please let the board know so it can follow-up.

- **Question:** I've noticed a lot of areas where the sidewalk is lifting, sinking or uneven. Who takes care of it?  
**Answer:** We believe it's the homeowners but will contact the city/county to confirm.
- **Question:** We can use the county to salt our streets. **Answer:** Yes we can use them however, we would be very low on the list. It could take days to get to us. Brett's landscaping is contracted to do and instead of committing to or paying for a certain number of applications, they will make the judgement call and only apply it when needed. For example, if we get a lot of snow and the next few days are going to be below freezing they will plan on applying salt. If we get snow and it's going to be 45 degrees the next day, there wouldn't necessarily be a need for it.
- **Question:** The roads and gutters seem to be breaking in several spots. **Answer:** The board has reached out to the county to inquire about repairs and is still waiting to hear back.
- **Question:** Driveway Repairs. **Answer:** We know several homes in the sub have driveways that might be cracking. Brett's landscaping is going to put together an estimate for what it might cost to replace a full driveway. If enough homeowners decided to have their driveways replaced at the same time we may be able to receive a discounted rate. Quote information will be shared when it is received.



# TWIN SUN LAKES HOMEOWNERS ASSOCIATION 2022 ANNUAL MEETING ABSENTEE BALLOT

This section must be completed. Please only submit one form per property and print legibly.

<b>Homeowner Name</b>			
<b>Property Address</b>			
<b>I am the:</b>	<input type="checkbox"/> Homeowner	<input type="checkbox"/> Tenant	<input type="checkbox"/> Other <i>(Please specify):</i>

## TWIN SUN LAKES HOA BOARD

If you are interested in joining the Twin Sun Lakes HOA Board please select the box below and describe the type of committee you would be interested in chairing or co-chairing.

<input type="checkbox"/> Yes, I am interested in becoming a member of the Twin Sun Lakes HOA Board.
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## TWIN SUN LAKES HOA ACTIVITIES

Do you have an idea for a sub-wide event or activity? Are you interested in helping with one or more event?

<input type="checkbox"/> Yes, I am interested in helping with an event.
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## TWIN SUN LAKES BYLAWS/RESTRICTIONS UPDATE COMMITTEE

The TSL HOA is looking for five volunteers to take part in a temporary committee that will review and make recommendations to update the current bylaws and regulations. If you are interested in joining that committee please complete the section below.

<b>Participant Name:</b>					
<b>What year did you move into TSL?</b>					
<b>Age Range:</b>	<input type="checkbox"/> 20-29	<input type="checkbox"/> 30-39	<input type="checkbox"/> 40-49	<input type="checkbox"/> 50-59	<input type="checkbox"/> 60+
<b>Have you ever served as a TSL HOA board member?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>Do you have children under the age of 18 living at home?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>Do you have pets?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No				

## TWIN SUN LAKES ANNUAL MEETING VOTE *(Required)*

The TSL board would like to increase dues for 2023 to \$500 to cover the (1) rising costs of existing maintenance, (2) addition of legal assistance for the update of the TSL bylaws/regulations and dues collection, and (3) to improve the HOAs financial position for future repairs avoiding the need for special assessments.

- Yes, I agree to have the dues increased to \$500 annually beginning in 2023.
- No, I don't agree to have the dues increased.

I certify that I am the homeowner of the Twin Sun Lakes property listed above and am eligible to participate in the HOA vote as detailed in the Twin Sun Lakes Homeowners Bylaws and Restrictions.

X
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