

Members of the Board of Directors:

Bob White – President *
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer *
Darrell Lopez *
Vivian (“Viv”) Guerra

Property Manager

Dennis Kapsis – Sentry Management

Communications Committee

Tom Petrillo – Chair
John Painter

Architectural Review Committee

Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Linda Dhennin

Community Appearance Committee

Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair

Neighborhood Committee

Viv Guerra – Chair
Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

**Monthly Board Meeting
Agenda and
Instructions to Join
the Virtual Meeting**

Thursday April 14, 2022

6:30 pm

Virtual Meeting via WebEx

Page 1 of 3

* Nominating Committee Members

Because of the COVID-19 Issue, until further notice, all HOA Board meetings will be held electronically. The public will have access to all electronic HOA Board meetings as explained below.

You are invited to join the meeting using either a computer or phone per the following instructions.

1. Option to Join using a Computer (Preferred because we may be sharing files you will want to view)

Please ensure your speakers are turned on but your mic is muted until you are recognized to speak.

Join by clicking the following link or copying and pasting the link into the browser on your computer.

<https://johnfpainter.my.webex.com/johnfpainter.my/j.php?MTID=mcc385ac0f8fb734b1bce598a78805028>

When you activate the link, your browser should open, you will see an option to [Join from your browser](#)

Click on that link and you will be asked to enter your name and email address (needed to identify you), and then click a button labeled “Join Meeting”. You also will have the option to download an app.

If you join using your browser, no software will be installed on your computer. The entire meeting will occur within your browser. For the best experience, please join using either Firefox or Chrome browsers updated to the latest version. Other browsers also will work if you do not already have one of those preferred browsers on your computer.

To be recognized to speak, prior to the meeting, please send an email to: Board@TwinRiversHOA.com to let me know you would like to be recognized. Please put Request to Speak in the subject line. When you hear your name called, un-mute your mic and you will have the floor. When done speaking, please mute your mic again.

Keeping your mic muted when you are not speaking will prevent background noise from your location disrupting the ability of other participants hear.

Also, please be sure your speakers are adjusted to a mid-range volume setting. If speakers are set to a max or high-range volume setting, your speakers will cause squealing/feedback thru your mic when it is not muted.

2. Option to Join by phone or video system

Dial in by phone: 1-415-655-0001 US Toll, Meeting number (access code): 2554 325 4983, Meeting password: 2022-04 (2022004 from phones and video systems)

Join by Mobile Device: Tap [+1-415-655-0001,,25543254983#2022004#](tel:+1-415-655-0001,25543254983#2022004) US Toll

Join by video system, application, or Skype for business: Dial [25531707659@webex.com](tel:25531707659@webex.com). You can also dial 173.243.2.68 and enter your meeting number.

See next Page(s) for the Meeting Agenda.

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* Nominating Committee Members

1. Call to Order
2. Proposed Agenda Modifications if Any
 - a. Other agenda comments?
3. Voice of the Members

HOA members are encouraged to make comments or raise issues of concern during this portion of the meeting. Speakers will be encouraged to be to the point and respectful. The time taken by Speakers may be limited by a motion duly passed by the Board. Comments of HOA Members may be allowed during other parts of the Meeting upon concurrence of the President and/or the Board Member(s) speaking.

4. Discussion Topics

a. Organization of the HOA Board for the Coming Year (Please see Appendix A)

- i. Appointment of Directors
(Appendix A, pages 1-5)
- ii. Resolutions
 1. Resolution 2022-1: Establishing the Community Standards Office
(Appendix A, page 6)
 2. Resolution 2022-2: Appointment of Committee Members
(Appendix A, pages 7-8)
 3. Resolution 2022-3: Authorizing the Nominating Committee
(Appendix A, pages 9-10)
 4. Resolution 2022-4: Authorizing the ARC
(Appendix A, pages 11-14)
 5. Resolution 2022-5: Authorizing the Community Appearance Committee
(Appendix A, pages 15-16)
 6. Resolution 2022-6: Authorizing the Neighborhood Committee
(Appendix A, pages 17-18)
 7. Resolution 2022-7: Authorizing the Communications Committee
(Appendix A, pages 19-20)

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* Nominating Committee Members

b. Fining Process (Please see Appendix B)

- i. Discussion - Violations to Consider making Subject to Fines

ii. No Action Anticipated or Required

c. Community Appearance and Enforcement Issues

- i. Magnolia Tree Damaging the Wall (Ekana and Lockwood)
- ii. Silcox Matter – Update
- iii. Collection efforts
- iv. Payment Plan Requests (If any)
- v. Other Matters from Management Report
- vi. Discussion: Feb 3 Email from Board Member re: Enforcement
- vii. Other

5. Minutes from Prior Meetings – (Please see Minutes toward the back of the package)

- a. Feb 2022 HOA Board Meeting
- b. Mar 2022 HOA Board Meeting
- c. Mar 2022 Annual Meeting of the Members

6. Reports

- a. President’s Report
- b. Treasurer’s Report
- c. ARC Report
- d. Community Appearance Committee Report
- e. Property Manager’s Report
- f. Other Reports as Appropriate - Special Project Management, Communications, Nominating, Community Outreach, Budget and Finance, Community Activities

7. Adjournment

Appendix A

Appointment of Twin Rivers HOA Board Directors
and Committee Members

For Consideration at the April Board Meeting

Page 1 of 20

1. Appointment of Directors

Current Status of Directors' Terms		
	Term Expires Spring of	Director Candidate for 2022?
<i>Tom Petrillo</i>	2024	-
<i>Bob White</i>	2023	-
<i>John Painter</i>	2023	-
<i>Cheryl Restagno</i>	2022	No
<i>Stephen LaRocca</i>	2022	No
<i>Darrell Lopez</i>	2022	Yes
<i>Eric Basilo</i>	2022	No
<i>Vivian ("Viv") Guerra</i>	2022	Yes
<i>Joe Fitzgerald</i>	2022	No

Recommendation:

Subject to discussion at the Board meeting, I will be prepared to offer, in the order listed, motions to appoint Directors as follows. Based on advice of counsel, the Directors to vote on each candidate should be as shown in the right hand column:

	Proposed Term Length (years)	Term would Expire Spring of	Directors to Cast a Vote
<i>Darrell Lopez</i>	3	2025	Bob, Tom, John, Viv
<i>Vivian ("Viv") Guerra</i>	3	2025	Bob, Tom, John, Darrell
<i>Linda Dhennin (See Attachment 1 for Bio)</i>	1	2023	Bob, Tom, John, Darrell, Viv

2. Additional Candidates?

If the Board adopts the above recommendations, the Board will consist of 6 Directors. The terms of two Directors will expire in each of the next 3 years. Staggering the terms of the Board members is consistent with our governing documents. The terms of any additional Directors added at future meetings this year normally would be one year (expire Spring 2023) but could be longer at discretion of the Board.

Subject to discussion during the Board meeting, I plan to offer a motion to set the number of Directors back to seven (7) as it was prior to last year. If the Board adopts that motion, we would have 1 vacancy on the Board for the time being. If the Board leaves the number of Directors set to nine (9), we would have 3 vacancies on the Board.

I also would suggest we appoint a Nominating Committee with the charge of presenting additional candidates for the Board's consideration at a future meeting. (See the attached Resolutions authorizing the Nominating Committee and establishing makeup of each Committee.)

3. Officers

Recommendations:

The offices of President, Vice President, Secretary, and Treasurer are established by the HOA's Bylaws. Under the Bylaws, the President and Vice President must be Directors but other officers need not be Directors, members, or residents. The offices of Treasurer and Secretary may be held by the same person. The Board may elect such other officers as the affairs of the Association may require. The terms for all Officers are one year and therefore would expire Spring 2023 after the next Annual Meeting of the Members.

The Bylaws provide for the Board to create a new office and appoint an officer to serve in that new office.

Subject to discussion during the Board meeting, I plan to offer a motion that a new Community Standards Office would be established. Roles and responsibility of the new Officer would be to:

- oversee the ARC and the Community Appearance Committee and ensure the Committees function in accordance with authorized roles, budgets, and authority as established by the Board;
- oversee efforts of Sentry Management as it pertains to Rules enforcement; and
- recommend to the Board changes in policies or practices for consideration in future authorizing resolutions.

The authority of the Community Standards Officer would be only as authorized by the Board in budgets and authorizing resolutions, particularly resolutions delegating authority to the ARC and the Community Appearance Committee.

Please see Attachment 2 for a proposed Resolution establishing the Community Standards Office.

Subject to discussion at the Board meeting, I will be prepared to offer a motion to elect Officers as shown in the following table. At the Board's option, the election of Officers may be for the entire slate or individually.

Any Director can nominate candidates for Officer positions. Accordingly, I am completely open to discussing changes to this list prior to making a motion.

Appendix A

Appointment of Twin Rivers HOA Board Directors
and Committee Members

For Consideration at the April Board Meeting

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Office	Proposed Appointment
President	<i>Bob White</i>
Vice-President	<i>Tom Petrillo</i>
Secretary	<i>John Painter</i>
Treasurer	<i>John Painter</i>
Community Standards Officer	<i>Cheryl Restagno</i>

4. Committees of the Board

Recommendations:

Subject to discussion at the Board meeting, I will be prepared to offer a motion or motions to appoint the following persons to the subject Committees.

Please come prepared to discuss any changes to the lists below. I will be happy to adjust the lists below prior to making the motion based on the Board's discussions.

	Nominating	ARC	Community Appearance	Neighborhood	Communications Committee
<i>Bob White</i>	Chair				
<i>Tom Petrillo</i>				X	Chair and Newsletter Editor
<i>John Painter</i>	X				Website and Email Communications
<i>Cheryl Restagno</i>		Chair	Vice Chair		
<i>Darrell Lopez</i>	X				
<i>Vivian ("Viv") Guerra</i>				Chair	
<i>Linda Dhennin</i>		Secretary			

Appendix A

Appointment of Twin Rivers HOA Board Directors
and Committee Members

For Consideration at the April Board Meeting

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<i>Siri (Gobe) Goberdhan</i>		<i>Vice Chair</i>	Chair		

Please see Attachments 3 through 8 for proposed resolutions appointing the above listed persons to the Committees as indicated and authorizing each Committee in the order listed above.

Appendix A

Email from Linda Dhennin

Offering to Serve as a Director and Providing Biographical Info

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John,

Should there be a vacancy on the Board, I would like to put myself forward as an applicant.

I have lived in Twin Rivers since 2013. We rented for 2 years at 1008 Kelly Creek Circle and then purchased 2019 Kelly Creek Circle in January 2015. I love this community and have enjoyed working with Cheryl and the ARC Committee this past year.

I have decades of business & medical experience working with clients and patients, spending years in the legal field and then the legal/medical field. I was lead Ophthalmic Technician for years, then Supervisor of Surgery, Director of Surgery and retired as Director of a LASIK Clinic. As well as training as an Ophthalmic Technician, I had medical management training, mediation courses, a year of paralegal studies and RN training while living in England.

My extracurricular activities, while working full time and raising 3 sons, for 8 years, I co-chaired and managed 2-week long national level Horse Shows in Tampa that included overseeing the \$100k budgets; hiring all required Federal and UPHA (horse association) positions; vendors, caterers, entertainment; preparing the show schedule; sponsors; stables from all over the US & Canada; independent horse people; on call Veterinary clinic; on site blacksmith; transport; golf tournament; stabling; mediating; volunteers (I had long term volunteers who called me secure a position and retired when I did.) ; and the Florida State Fairgrounds management. The spring show was deep in the red when I was asked to take over but by the 3rd year it was further in the black than ever in the history of the show which began in the 1930s.

I would like to help Twin Rivers continue to be a desirable, destination place to live, to help homeowners with all issues, expand community activities and continue working with the ARC Committee. I believe I have a lot to offer the Board in work experience, willingness to work, mediation skills and good common sense.

I look forward to hearing from you.

Take care, Linda Dhennin

ARC Secretary

Appendix A

Resolution 2022-1

Establishing the Community Standards Office

Adopted _____

Page 6 of 20

Whereas, Section 4 of Article VIII of the Bylaws provides:

The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

Whereas, effective coordination and oversight of the ARC, Community Appearance Committee, Common Area and other maintenance and improvements, and Rules enforcement is extremely important to the well-being of the community and the effectiveness of the HOA.

The HOA Board of Directors does hereby resolve and direct as follows:

1. The Community Standards Office is hereby established.
2. The Community Standards Officer shall be elected annually by the Board at the same time the Board elects other officers of the Board.
3. The Community Standards Officer's duties and responsibilities shall be as follows:
 - a. To oversee the ARC and the Community Appearance Committee and ensure the Committees function in accordance with authorized roles, budgets, and authority as established by the Board;
 - b. To oversee efforts of Sentry Management as it pertains to Rules enforcement; and
 - c. To recommend to the Board changes in policies or practices for consideration in future authorizing resolutions.
4. This Resolution shall remain in full force and effect until rescinded, superseded, or modified by further action of the HOA Board of Directors.
5. This Resolution will be accessible through the HOA's website.

Approved this ____ day of _____, 2022 by majority vote of the Twin Rivers HOA Board of Directors, Oviedo, FL.

Attested:

John F. Painter, Secretary/Treasurer

Appendix A

Resolution 2022-2
Appointing Members of Committees
Adopted _____

Whereas, Article IX of the Bylaws provides:

The Association may appoint an Architectural Control Committee as provided in the Declaration, and a Nominating Committee, as provided in these Bylaws. In addition, the Board of Directors, by duly adopted resolution may establish such other committees of limited authority for the management of the affairs of the Association as the Board of Directors may deem necessary or advisable and the number of members, the terms of offices of such members, and the authority vested in any such committee shall be determined by the Board of Directors as set forth in the resolution establishing such committee.

The HOA Board of Directors does hereby resolve and direct as follows:

1. The Members of the Committees established by the Board for the period beginning April 2022 through the Annual Meeting of the HOA Members held in 2023 shall be as follows:

	Nominating	ARC	Community Appearance	Neighborhood	Communications Committee
<i>Bob White</i>	Chair				
<i>Tom Petrillo</i>				X	Chair and Newsletter Editor
<i>John Painter</i>	X				Website and Email Communications
<i>Cheryl Restagno</i>		Chair	Vice Chair		
<i>Darrell Lopez</i>	X				
<i>Vivian ("Viv") Guerra</i>				Chair	
<i>Linda Dhennin</i>		Secretary			
<i>Siri (Gobe) Goberdhan</i>		Vice Chair	Chair		

2. Membership on Committees and roles of committee members are to be changed only by Resolution of the HOA Board.
3. This Resolution will be accessible through the HOA's website.

Appendix A

Resolution 2022-2

Appointing Members of Committees

Adopted _____

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This Resolution shall remain in full force and effect until rescinded, superseded, or modified by further action of the HOA Board of Directors.

Approved this ____ day of _____, 2022 by majority vote of the Twin Rivers HOA Board of Directors, Oviedo, FL.

Attested:

John F. Painter, Secretary/Treasurer

Whereas, Article IX of the Bylaws provides:

The Association may appoint ... a Nominating Committee, as provided in these Bylaws.

Whereas, Section 1 of Article V of the Bylaws provides:

The Nominat[ing] Committee shall consist of a Chairman, who shall be a member of the Board of Directors, and two or more members of the Association. ... The Nominat[ing] Committee shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but not less than the number of vacancies that are to be filled.

The HOA Board of Directors does hereby resolve and direct as follows:

1. The Nominating Committee is established as provided by the Bylaws.
2. The Members of the Nominating Committee and the Members' roles on the Committee shall be as determined by the Board in a separate Resolution.
3. The Membership of the Nominating Committee shall be modified only by action of the HOA Board of Directors.
4. The Nominating Committee shall be authorized to develop a slate of candidates for consideration by the Board at a future meeting.
5. The Nominating Committee is asked to provide a slate that includes at least 2 more candidates than the number of vacancies on the Board. (e.g., if we have one vacancy, the slate would provide at least 3 candidates. If we have 3 vacancies, the slate would have at least 5 candidates.)
6. The Board imposes no upper limit on the number of candidates on the slate.
7. A person shall be included on the slate of candidates only after the Committee reasonably determines, based on interviews and other measures, the Candidate:
 - a. Desires to actively serve on the Board with the goals of serving and improving the community and the functioning of the Board;
 - b. Has the temperament, skills, and desire to work effectively as a member of the Board;
 - c. Understands and is willing to abide by limitations of a Director's authority to only participate in HOA Meetings as a Director and perform such other duties as the Board may specifically delegated to the Director; and
 - d. Is a resident of Twin Rivers HOA.
8. The Nominating Committee shall not be bound by a specific deadline. However, the HOA Board requests that the Committee proceed actively to fulfill this charge.
9. The Committee should update the Board at each future meeting until a slate is put forward.
10. This Resolution will be accessible through the HOA's website.

This Resolution shall remain in full force and effect until rescinded, superseded, or modified by further action of the HOA Board of Directors.

Appendix A

Resolution 2022-3

Authorizing the Nominating Committee

Adopted _____

Page 10 of 20

Approved this ____ day of _____, 2022 by majority vote of the Twin Rivers HOA Board of Directors, Oviedo, FL.

Attested:

John F. Painter, Secretary/Treasurer

Whereas, Section 10.1 of the Declaration of Covenants provides:

... no improvement or structure of any kind, including, without limitation, any building, wall, fence, swimming pool, tennis court, or screen enclosure, shall be erected, placed or maintained on any portion of The Properties; no landscaping or planting shall be commenced or maintained upon any portion of The Properties and no addition, alteration, painting, modification or change to any such improvement, structure, landscaping or planting shall be made without the prior written approval of the Board. [Emphasis added.]

Whereas, Section 10.2 of the Declaration of Covenants provides:

... The Board shall evaluate all plans and specifications utilizing standards of the highest level as to the aesthetics, materials and workmanship and as to suitability and harmony of location, structures and external design in relation to surrounding topography, structures and landscaping. The Board shall not be responsible for reviewing, nor shall its approval of design from the standpoint of structural safety or conformance with building codes.

Whereas, Section 10.3 of the Declaration of Covenants provides:

... In the event the Board fails to approve or to disapprove in writing any proposed plans and specifications within thirty (30) days after submissions to the Board of such plans and specifications and any and all other reasonably requested information and materials related thereto, then said plans and specifications shall be deemed to have been approved by the Board and the appropriate written approval delivered forthwith. [Note: This means applications are approved by default if a decision is not made by the HOA within 30 days of receiving all info needed to make the decision.]

Whereas, Section 10.4 of the Declaration of Covenants provides:

The Board shall promulgate such further rules, regulations, criteria and standards as it deems necessary and shall adopt a schedule of reasonable fees for the processing of applications to the Board.

Whereas, Section 17 of the HOA's Rules and Regulations (6th Amendment) provides:

All additions and changes to external structures and landscaping on any Lot must be pre-approved and completed in accordance with:

- a. the plans, specifications and timetable submitted by the member/homeowner and approved by the Board; and in compliance with these Rules and Regulations,*
- b. after submitting application for approval, the member/homeowner has 60 days to complete the approved project from the date stated in said approval. If the project is not completed within that time period, the member must re-submit for approval again, which may be denied. [Note: the 60 day time limit for completion runs from the date of completion proposed in the application, not from the date of the application.]*
- c. prior submissions of applications approved before these rule changes that have not been completed, are not exempt and the owner or occupant must re-apply if requested changes have not been completed and more than 60 days has lapsed.*

Whereas, Section 10.5 of the Declaration of Covenants provides:

By resolution the **Board may assign and delegate all or any portion of its duties and responsibilities** under this Article X to an architectural committee appointed by the Board for such period of time as the Board shall provide for in such Resolution. **[Note: This provision authorizes an ARC but does not spell out the ARC's roles and scope of authority.]**

Whereas, Article IX of the Bylaws provides:

The Association may appoint an Architectural Control Committee as provided in the Declaration, , as provided in these Bylaws. ...

The HOA Board of Directors does hereby resolve and direct as follows:

1. The ARC is established in accordance with the HOA's Declaration of Covenants and Bylaws.
2. The members of the Architectural Review Committee ("ARC") and the members' roles on the Committee shall be as determined by the Board in a separate Resolution.
3. The membership of the ARC Committee and the roles of ARC members shall be modified only by action of the HOA Board of Directors.
4. The Community Standards Officer shall oversee the ARC's compliance with this Resolution.
5. The Committee Chair shall organize and direct actions of the ARC and further shall ensure the Committee does:
 - a. Finalize and document decisions regarding Applications submitted by HOA Members for approval of modifications to their homes and property in a timely fashion;
 - b. Notify the Board of any disapproval decision at the Board's next meeting; and
 - c. Provide at each Board meeting a summary of actions taken during since the last Board meeting regarding Applications.
6. The Vice Chair shall fulfill the duties of the Committee Chair should the Chair be absent or unavailable. The Secretary of the ARC shall fulfill the duties of the Chair if the Chair and Vice Chair are continuously absent or unavailable.
7. Sentry Management's Association Manager shall support the efforts of the Committee as requested by the Committee Chair and approved by the Community Standards Officer.
8. Should the Community Standards Officer and officers of the ARC be continuously absent or not available, the Association Manager shall fulfil the duties of the Chair temporarily until the ARC officers are again available or the Board appoints successors.
9. Based on decisions of the Committee and upon direction of the Chair, the Association Manager shall, in a timely fashion, provide written responses to HOA Members indicating whether their proposed property modifications are approved or rejected. Any notice of rejection shall clearly state the reasons for rejection.
10. **Any decision by the ARC to reject an HOA Member's application shall be presented to the Board at its next scheduled meeting and finalized only upon final approval of the Board.**

11. Upon receipt of an Application for approval of a change from an HOA Member, the ARC shall consider whether to approve or disapprove the proposed modification in a manner consistent with the following directives of the HOA Board.
 - a. The ARC shall evaluate all plans and specifications utilizing standards of the highest level as to the aesthetics, materials, and workmanship and as to suitability and harmony of location, structures, and external design in relation to surrounding topography, structures, and landscaping.
 - b. The ARC shall NOT be responsible for reviewing, nor shall it consider, any design from the standpoint of structural safety or conformance with building codes.
 - c. The ARC shall not request copies of, nor review and provide advice regarding, contracts between an HOA member and a contractor.
 - d. The ARC shall endeavor to make the application and approval process prompt, convenient, and pleasant for the HOA Member.
 - e. The ARC shall consider whether the proposed modification to fences, roofs, exterior of homes, sheds, garbage container storage, and landscaping is consistent with:
 - i. Portions of the HOA's approved Rules and Regulations that apply to the appearance of HOA Members' property; and/or
 - ii. Architectural Standards and Criteria, if any, which have been specifically approved by Resolution of the HOA Board.
 - f. For the avoidance of doubt, the ARC shall make its decisions based only upon standards and criteria set forth in the Rules or other governing documents of the HOA and any additional standards and criteria specifically approved by written, approved Resolution of the Board.
11. Historically, the ARC has considered standards and criteria established by the committee in good faith but not specifically approved by the Board. Notwithstanding the requirements of paragraphs 11.e. and f. of this Resolution, the ARC is authorized to continue considering those standards and criteria extending through and including the Board meeting to be held in August 2022. In the interim, the ARC is directed to propose standards and criteria for consideration of the Board. The Secretary of the HOA Board shall work with the ARC to help achieve this objective.
12. With respect to requests for repainting of structures:
 - a. The Board hereby adopts the Color Book assembled by the ARC as of this date as the HOA's Approved Color Book;
 - b. The Board authorizes the ARC to approve paint color scheme requests by an HOA Member that:
 - i. Are included as approved color palettes in the HOA's Approved Color Book; and
 - ii. Involve palettes of other colors and tones as proposed by an HOA Member that are clearly similar in nature and of comparable attractiveness to the color palettes included in the Approved Color Book.
 - c. For the avoidance of doubt, the Board authorizes the ARC to approve alternative color palates (i.e., palates not in the Approved Color Book) proposed by an HOA Member ONLY if the ARC is confident that the proposed palate is consistent in nature and of comparable attractiveness to the color

palettes included in the Approved Color Book. If the ARC cannot reach that determinations, the ARC must bring the request to the Board for consideration at its next regularly scheduled meeting.

- d. The ARC is directed to establish a list of palates, colors, and designs that will not be approved (e.g., black paint and other extreme or unusual colors not typically used in our Community and other similar communities or designs such a mural and graffiti based design).
- e. The ARC is directed to bring any recommended changes to the Color Book to the HOA Board for consideration and approval prior to implementing changes to the Color Book.
- f. The ARC is directed to review and update the HOA's Color Book at least once each 5 years.

12. Although Section 10.4 of the Declaration of Covenants provides for a fee to be charged for processing an ARC application, the Board has determined charging a fee is not desirable. Moreover, charging a fee is not necessary since most of the work of the ARC is accomplished by volunteers. Accordingly, the HOA Board hereby specifies that an application processing fee will not be charged.

13. This Resolution and each document that sets forth Architectural Standards and Criteria will be accessible through the HOA's website.

This Resolution shall remain in full force and effect until rescinded, superseded, or modified by further action of the HOA Board of Directors.

Approved this ____ day of _____, 2022 by majority vote of the Twin Rivers HOA Board of Directors, Oviedo, FL.

Attested:

John F. Painter, Secretary/Treasurer

Whereas, Article IX of the Bylaws provides:

In addition, the Board of Directors, by duly adopted resolution, may establish such other committees of limited authority for the management of the affairs of the Association as the Board of Directors may deem necessary or advisable and the number of members, the terms of offices of such members, and the authority vested in any such committee shall be determined by the Board of Directors as set forth in the resolution establishing such committee.

Whereas, the planning of improvements to and care of the Common Area and facilities and the appearance of the community is important to the Members of the HOA in terms of maintaining and improving property values and enhancing enjoyment of the community. Accordingly, the appearance of the community warrants the focused attention of the Community Appearance Committee.

The HOA Board of Directors does hereby resolve and direct as follows:

1. The Community Appearance Committee is established as provided in the HOA's Bylaws.
2. The Members of the Community Appearance Committee and the Members' roles on the Committee shall be as determined by the Board in a separate Resolution.
3. The Membership of the Community Appearance Committee and the roles of the Committee Members shall be modified only by Resolution of the HOA Board of Directors.
4. The Community Standards Officer shall oversee the Community Appearance Committee's compliance with this Resolution.
5. The Community Appearance Committee shall:
 - a. Plan and prepare budget requests for maintenance and improvements of the Common Areas and facilities for consideration by the Board;
 - b. Implement maintenance of and improvements to the Common Area and facilities within budgets approved by the Board;
 - c. Recommend invoices for payment by the Association Manager subject to final approval of the Treasurer and Association Manager; and
 - d. Direct, coordinate, and oversee the Association Manager appointed by Sentry Management with respect to compelling compliance by HOA Members and residents with the HOA Rules adopted by the Board and the Declaration of Covenants, Conditions, Restrictions, Reservations and Easements for Twin Rivers Development ("Deed Restrictions") that apply to all property with the HOA in accordance with further direction and priorities established by the Board.
6. This Resolution will be accessible through the HOA's website.

This Resolution shall remain in full force and effect until rescinded, superseded, or modified by further action of the HOA Board of Directors.

Appendix A

Resolution 2022-5

Authorizing the Community Appearance Committee

Adopted _____

Page 16 of 20

Approved this ____ day of _____, 2022 by majority vote of the Twin Rivers HOA Board of Directors, Oviedo, FL.

Attested:

John F. Painter, Secretary/Treasurer

Whereas, Article IX of the Bylaws provides:

In addition, the Board of Directors, by duly adopted resolution, may establish such other committees of limited authority for the management of the affairs of the Association as the Board of Directors may deem necessary or advisable and the number of members, the terms of offices of such members, and the authority vested in any such committee shall be determined by the Board of Directors as set forth in the resolution establishing such committee.

Whereas, effective communications with HOA Members and a sense of neighborhood are extremely important to the well-being of the community and the effectiveness of the HOA.

The HOA Board of Directors does hereby resolve and direct as follows:

1. The Neighborhood Committee is established as provided in the HOA's Bylaws.
2. The Members of the Neighborhood Committee and the Members' roles on the Committee shall be as determined by the Board in a separate Resolution.
3. The Membership of the Neighborhood Committee shall be modified only by action of the HOA Board of Directors.
4. The Neighborhood Committee shall:
 - a. Plan and prepare budget requests for activities consistent with the purposes of the Committee for consideration by the Board;
 - b. Implement approved activities within budgets approved by the Board; and
 - c. Recommend invoices for payment by the Association Manager subject to final approval of the Treasurer and Association Manager.
5. Activities planned by the Committee may, without limitation, include:
 - a. Community garage sales
 - b. Backpack Drive in July (school supplies)
 - c. Food Drive (Pantry Collection) for local schools
 - d. Community Outreach
 - e. Meet/pictures with Santa
 - f. Christmas decorations
 - g. Partner with HOPE Helps for Annual Christmas in the city
6. This Resolution will be accessible through the HOA's website.

This Resolution shall remain in full force and effect until rescinded, superseded, or modified by further action of the HOA Board of Directors.

Appendix A

Resolution 2022-6
Authorizing the Neighborhood Committee
Adopted _____

Page 18 of 20

Approved this ____ day of _____, 2022 by majority vote of the Twin Rivers HOA Board of Directors, Oviedo, FL.

Attested:

John F. Painter, Secretary/Treasurer

Whereas, Article IX of the Bylaws provides:

In addition, the Board of Directors, by duly adopted resolution, may establish such other committees of limited authority for the management of the affairs of the Association as the Board of Directors may deem necessary or advisable and the number of members, the terms of offices of such members, and the authority vested in any such committee shall be determined by the Board of Directors as set forth in the resolution establishing such committee.

Whereas, effective communications with HOA Members and a sense of neighborhood are extremely important to the well-being of the community and the effectiveness of the HOA.

The HOA Board of Directors does hereby resolve and direct as follows:

1. The Communications Committee is hereby established as provided in the HOA's Bylaws.
2. The Members of the Communications Committee and the Members' roles on the Committee shall be as determined by the Board in a separate Resolution.
3. The Membership of the Communications Committee shall be modified only by action of the HOA Board of Directors.
4. The Communications Committee shall:
 - a. Plan and prepare budget requests for communications activities consistent with the purposes of the Committee for consideration by the Board;
 - b. Implement approved communication activities within budgets approved by the Board; and
 - c. Recommend invoices for payment by the Association Manager subject to final approval of the Treasurer and Association Manager.
5. The Committee shall be responsible for supporting all other Committees and functions of the Board with respect to communications with the HOA Membership and others. The Committee shall be responsible for the:
 - a. HOA's website;
 - b. Email communications to members of the community; and
 - c. Preparation of materials to be mailed to the HOA Members regarding meetings and events.
6. This Resolution will be accessible through the HOA's website.

This Resolution shall remain in full force and effect until rescinded, superseded, or modified by further action of the HOA Board of Directors.

Appendix A

Resolution 2022-7

Authorizing the Communications Committee

Adopted _____

Page 20 of 20

Approved this ____ day of _____, 2022 by majority vote of the Twin Rivers HOA Board of Directors, Oviedo, FL.

Attested:

John F. Painter, Secretary/Treasurer

Appendix B

Discussion Document

Violations that could be Fined

For discussion Only; Not for Board Action

Page 1 of 3

1. General

- a. Each violation would be fined separately
- b. Fines would typically be \$100/day accumulating each day until each issue is resolved but be capped at \$1,000.
- c. Upon reaching \$1,000, the fine would become an assessment against the property that could be collected by means available to the HOA (e.g. liens, foreclosure).
- d. Process
 - i. Board would consider info gathered about a complaint by the HOA's association manager and potentially other parties.
 - ii. Board would notify the HOA member or resident of intention to consider a fine.
 - iii. Board would decide whether to impose a fine at an open meeting at which the HOA member or resident would be allowed to present its case to the Board
 - iv. If the Board decides to fine, the matter would be referred to the Fining Committee for review. The Fining Committee could either approve the fine or reject the fine and remand the matter to the Board for further consideration.
 - v. Both the Board and Fining Committee would prioritize achieving compliance over imposing financial penalties.

2. Nuisance

- a. Offenses that significantly detract from the neighborhood and the rights of surrounding neighbors to enjoy their property or that involve safety or security matters
 - i. Home appearance
 - ii. Home activities (e.g., running a business that brings customers to the home, performing maintenance in driveways, etc.)
 - iii. Persistent failure to control and manage pets per HOA Rules
 - iv. Failure to abide by rules intended to avoid encounters with bears
- b. Generally, creating a nuisance would involve multiple violations but could involve a severe single violation (e.g., failure to control an aggressive pet)

3. Landlords

Appendix B

Discussion Document

Violations that could be Fined

For discussion Only; Not for Board Action

Page 2 of 3

- a. Failure to provide to the HOA copies of each lease prior to allowing a renter to occupy the home
- b. Failure of a lease to comply with HOA Rules prior to allowing a renter to occupy the home
- c. Failure to provide to the HOA an executed Agreement to Abide prior to allowing a renter to occupy the home.
- d. Allowing tenants to occupy the home in violation of leasing restrictions in the HOA's rules

(e.g., lease shorter than one year, leasing rooms while occupying the house (e.g., running a boarding house), leasing to more people than allowed, allowing renters for formally or informally sub-lease)
- e. Renting a home if a balance is due for fines or if violations of lease related Rules have not been resolved to the HOA's satisfaction
- f. Failure to terminate a lease when required by the HOA under HOA Rules (in this case, penalty may include forfeiture of rights to lease the home for up to a year in lieu of a fine)

4. Tenants

- a. Agreements to Abide would include provisions providing for termination of a lease if Rules are repeatedly violated.
- b. For instance, the following could be added to the Agreement to Abide renters are to execute at the time of signing a lease:
 - i. I understand and agree that this Renter's Agreement to Abide is incorporated into and is a part of the Lease between me and the Owner(s) as to the Property.
 - ii. I understand and agree that the HOA is a third-party beneficiary of the Lease between me and the Owner(s) of the Property, and as such, is entitled to enforce the Lease, including seeking eviction for violation(s) of the terms of the Lease in accordance with applicable Florida law.
 - iii. I understand and agree that upon a third violation of the Twin Rivers Homeowner Association Rules and Regulations, having been duly notified in writing sent by certified mail to the address listed herein of each such violation, the Lease shall immediately terminate and I may be evicted if I fail to surrender the Property.

5. ARC Approvals

- a. Making of a modification that requires approval of the ARC without first seeking and obtaining approval. (e.g., painting a home or placing a shed on the property without prior approval)

Appendix B
Discussion Document
Violations that could be Fined

For discussion Only; Not for Board Action

Page 3 of 3

- b. Existing Deed restriction violations (e.g., sheds on lots abutting the golf course)
 - c. Fine may accumulate until approval is sought and obtained and modifications are made to comply with the HOA's Rules, standards, and criteria.
6. Parking of Commercial Vehicles in the Neighborhood
7. Significant violations involving parking of boats, RVs, or autos.

Meeting Minutes

- 1. Feb 2022 HOA Board Mtg.**
- 2. Mar 2022 HOA Board Mtg.**
- 3. Mar 2022 Annual Member Mtg.**

Members of the Board of Directors:

*Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald*

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

*Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin*

Community Appearance Committee

*Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald*

Community Outreach Committee

*Eric Basilo – Chair
Tom Petrillo - Vice Chair*

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday February 10, 2022**

A. Meeting Record

- Meeting was called to order by 6:35 pm by John Painter
- Board Members present were as noted below under “Motions.”
- A quorum was present throughout the meeting.
- Dennis Kapsis, Property Manager, with Sentry Management was in attendance.
- HOA Members in Attendance – approx. 6
- Meeting was held electronically due to COVID-19 using WebEx.
- Links to the meeting were distributed via email to all HOA Members on the mailing list.
- Meeting was adjourned at approximately 8:29 pm.

Members of the Board of Directors:

Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin

Community Appearance Committee

Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald

Community Outreach Committee

Eric Basilo – Chair
Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday February 10, 2022**

B. Agenda

1. Call to Order

2. Proposed Agenda Modifications if Any

- a. Please note that a Closed Session has been scheduled for 7:15 pm. See Agenda item 7 below.**
- b. Other agenda comments?**

3. Voice of the Members

HOA members are encouraged to make comments or raise issues of concern during this portion of the meeting. Speakers will be encouraged to be to the point and respectful. The time taken by Speakers may be limited by a motion duly passed by the Board. Comments of HOA Members may be allowed during other parts of the Meeting upon concurrence of the President and/or the Board Member(s) speaking.

4. Discussion Topics

- a. Cats (Complaints and Action Plan)**
- b. Answer to Pot Bellied Pig Question from Realtor (Informational item – Please see Attachment 1)**
- c. Burnham Contract – Increase for Pest Control from \$600 to \$675 per month**

Based on a review of the landscaping in the common areas, the Community Appearance Committee advised John Burnham the company needed to be replaced. The new vendor charges \$75 more per month than the previous vendor.

So, a motion will be made to approve a \$75 per month increase in payments to John Burnham for Lawn Pest Control efforts.

d. Community Appearance and Enforcement Issues

- i. Magnolia Tree Damaging the Wall (Ekana and Lockwood)
- ii. Silcox Matter – Update
- iii. Collection efforts
- iv. Payment Plan Requests (If any)
- v. Other Matters from Management Report

Members of the Board of Directors:

*Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald*

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

*Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin*

Community Appearance Committee

*Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald*

Community Outreach Committee

*Eric Basilo – Chair
Tom Petrillo - Vice Chair*

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday February 10, 2022**

- vi. Discussion: Feb 3 Email from Board Member re: Enforcement
- vii. Other

5. Minutes from Prior Meetings

- a. January 2022 – **(Please see attached Minutes)**

6. Reports

- a. President’s Report
- b. Treasurer’s Report
- c. ARC Report
- d. Community Appearance Committee Report
- e. Property Manager’s Report
- f. Other Reports as Appropriate - Special Project Management, Communications, Nominating, Community Outreach, Budget and Finance, Community Activities

7. Closed Session

- a. At 7:15 pm, a motion will be made to enter Closed Session to receive advice from our attorney Scott Clark regarding Rules changes pertaining to setting up a system of fines for nuisance-level non-compliance with HOA Rules.
- b. The Closed Session is scheduled to begin at 7:15 pm regardless of progress on other agenda items.
- c. All meeting attendees other than Board Members, Committee Members, and representatives from Sentry Management will be asked to leave the call prior to commencing the Closed Session.
- d. The HOA Board meeting will be adjourned after the Closed Session.

8. Adjournment

At 7:15 pm, a motion will be made to enter Closed Session to receive advice from our attorney Scott Clark regarding Rules changes pertaining to setting up a system of fines for nuisance-level non-compliance with HOA Rules. The Closed Session is scheduled to begin at 7:15 pm regardless of progress on other agenda items.

Members of the Board of Directors:

*Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald*

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

*Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin*

Community Appearance Committee

*Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald*

Community Outreach Committee

*Eric Basilo – Chair
Tom Petrillo - Vice Chair*

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday February 10, 2022**

All meeting attendees other than Board Members, Committee Members, and representatives from Sentry Management will be asked to leave the call prior to commencing the Closed Session.

The HOA Board meeting will be adjourned after the Closed Session.

Members of the Board of Directors:

Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin

Community Appearance Committee

Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald

Community Outreach Committee

Eric Basilo – Chair
Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday February 10, 2022**

C. Motions/Actions/Discussion

#	Motion Title	Motion		Vote							
		By	Second	Bob	Cheryl	Darrell	John	Tom	Stephen	Eric	Vivian
				B	C	D	JP	T	S	E	V
	Board Members Present?			NA	Y	Y	Y	NA	NA	Y	NA
1	Approve change to Burnham contract	J	C	NA	Y	Y	Y	NA	NA	Y	NA
2	Approve Jan minutes	D	C	Y	Y	Y	Y	NA	NA	Y	NA
3											
4											
5											

Key to voting notes: Y=Yes, N=No, A=Abstain, NA=Not Present

Members of the Board of Directors:

*Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald*

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

*Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin*

Community Appearance Committee

*Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald*

Community Outreach Committee

*Eric Basilo – Chair
Tom Petrillo - Vice Chair*

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday February 10, 2022**

Respectfully Submitted,

John F. Painter
HOA Board Secretary and Treasurer

Members of the Board of Directors:

*Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald*

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

*Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin*

Community Appearance Committee

*Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald*

Community Outreach Committee

*Eric Basilo – Chair
Tom Petrillo - Vice Chair*

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday March 10, 2022**

A. Meeting Record

- Meeting was called to order by 6:35 pm by Bob White
- Board Members present were as noted below under “Motions.”
- A quorum was present throughout the meeting.
- Dennis Kapsis, Property Manager, with Sentry Management was in attendance.
- HOA Members in Attendance – approx. 6
- Meeting was held electronically due to COVID-19 using WebEx.
- Links to the meeting were distributed via email to all HOA Members on the mailing list.
- Meeting was adjourned by President Bob White at approximately 7 pm.

Members of the Board of Directors:

*Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald*

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

*Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin*

Community Appearance Committee

*Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald*

Community Outreach Committee

*Eric Basilo – Chair
Tom Petrillo - Vice Chair*

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday March 10, 2022**

B. Agenda

Agenda of the HOA Board Meeting (Beginning at 6:30 pm)

1. *Insurance program renewal*
2. *Updates on enforcement activities*
3. *Topics on which Association Manager needs input or direction (if any)*

Members of the Board of Directors:
 Bob White – President
 Tom Petrillo – Vice President
 John Painter – Secretary/Treasurer
 Cheryl Restagno
 Stephen LaRocca
 Darrell Lopez
 Eric Basilo
 Vivian (“Viv”) Guerra
 Joe Fitzgerald

Property Manager
 Dennis Kapsis – Sentry Management

Architectural Review Committee
 Cheryl Restagno - Chair
 Siri Goberdhan – Vice Chair
 Vivian (“Viv”) Guerra
 Joe Fitzgerald
 Linda Dhennin

Community Appearance Committee
 Siri Goberdhan - Chair
 Cheryl Restagno – Vice Chair
 Joe Fitzgerald

Community Outreach Committee
 Eric Basilo – Chair
 Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
 Thursday March 10, 2022**

C. Motions/Actions/Discussion

#	Motion Title	Motion		Vote							
		By	Second	Bob	Cheryl	Darrell	John	Tom	Stephen	Eric	Vivian
				B	C	D	JP	T	S	E	V
	Board Members Present?			Y	Y	Y	Y	Y	NA	Y	Y
1	Approved Insurance Proposal as submitted	J	B	Y	Y	Y	Y	Y	NA	Y	Y
2	Designate as volunteers all persons on our letterhead (Includes: Bob White, Tom Petrillo, John Painter, Cheryl Restagno, Stephen LaRocca, Darrell Lopez, Eric Basilo, Vivian (“Viv”) Guerra, Joe Fitzgerald, and Siri Goberdhan)	J	D	Y	Y	Y	Y	Y	NA	Y	Y
3	Adjourn	T	E	Y	Y	Y	Y	Y	NA	Y	Y

Key to voting notes: Y=Yes, N=No, A=Abstain, NA=Not Present

Members of the Board of Directors:

Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin

**Community Appearance
Committee**

Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald

Community Outreach Committee

Eric Basilo – Chair
Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday March 10, 2022**

Respectfully Submitted,



John F. Painter
HOA Board Secretary and Treasurer

Members of the Board of Directors:

Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin

Community Appearance Committee

Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald

Community Outreach Committee

Eric Basilo – Chair
Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

**Annual Member Meeting
Twin Rivers HOA**

Minutes

Thursday March 10, 2022

A. Meeting Record

- Meeting was called to order by 7 pm by Bob White
- A quorum of the members was not present at the meeting, so no business could be conducted.
- Meeting was continued by vote of the members to May 12.

B. Agenda

1. Call to order (10 minutes)

Welcome/Introduction/Thanks to Volunteers

2. Special Discussion Topics (45 minutes) (Please see attached presentation deck)

- a. Speaker(s):
 - i. Keith Britton, Councilman, City of Oviedo – City of Oviedo Financial Challenges
 - ii. Nick Dunleavy–Twin Rivers Golf Course - Update
- b. Compelling compliance – John Painter
 - i. Challenges of Our Current Enforcement Process
 - ii. Proposed Changes to Enhance Effectiveness
 - 1. Establishing a Fining System and other Rules Changes
 - 2. Other
- c. HOA Member Agenda Period – Please let us know of any topics you would like to discuss
 - i. Q&A re: election of Directors and ARC processes

3. Reports of Officers and Committees (20 minutes)

- a. President’s Comments
- b. Reports of Secretary/Treasurer, Architectural Review Committee (ARC), Community Appearance Committee, and Community Outreach Committee

Members of the Board of Directors:

Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin

Community Appearance Committee

Siri Goberdhan - Chair
Cheryl Restagno – Vice Chair
Joe Fitzgerald

Community Outreach Committee

Eric Basilo – Chair
Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

**Annual Member Meeting
Twin Rivers HOA**

Minutes

Thursday March 10, 2022

4. Composition of the Board of Directors (No election to be Held)

- a. At the February 2021 Board meeting, the HOA Board voted to expand the HOA Board of Directors from a total of 7 to 9 persons.
- b. 6 Members Terms are Expiring
 - i. **Stephen LaRocca**
 - ii. **Darrell Lopez**
 - iii. **Cheryl Restagno**
 - iv. **Eric Basilo**
 - v. **Vivian Guerra**
 - vi. **Joe Fitzgerald**
- c. We do not have new volunteers to serve on the Board at this time. Some or all of the existing Board members will choose to continue. At a later time, the Board will work to fill empty seats.
- d. Please let us know if you would like to serve.

5. Old or New Business (None)Motions/Actions/Discussion

- Member John Painter: Motion to Adjourn to May 12
- Member Bob White: Second
- No opposing votes, motion passes

Respectfully Submitted,

John F. Painter
HOA Board Secretary and Treasurer



**2022 Annual Meeting
of the
Twin Rivers HOA Members**

Oviedo, FL

March 10, 2022

Virtual Meeting



1. **Call to order - HOA President Bob White** -- Welcome/Introduction/Thanks to Volunteers
2. **Quorum?**
3. **Special Discussion Topics**
 - a. City Councilman Keith Britton – City of Oviedo Financial Challenges
 - b. Nick Dunleavy – Twin Rivers Golf Course
 - c. John Painter – HOA Board Secretary/Treasurer - Compelling compliance
 - d. HOA Member Agenda Period
4. **Reports of Officers and Committees**
 - a. President's Comments
 - b. Reports of Secretary/Treasurer, Architectural Review Committee (ARC), Community Appearance Committee, and Neighborhood Committee
5. **Composition of the Board of Directors (*No election to be Held*)**
 - a. Status
 - b. Invitation to Volunteer for Service
6. **Old or New Business (*None*)**

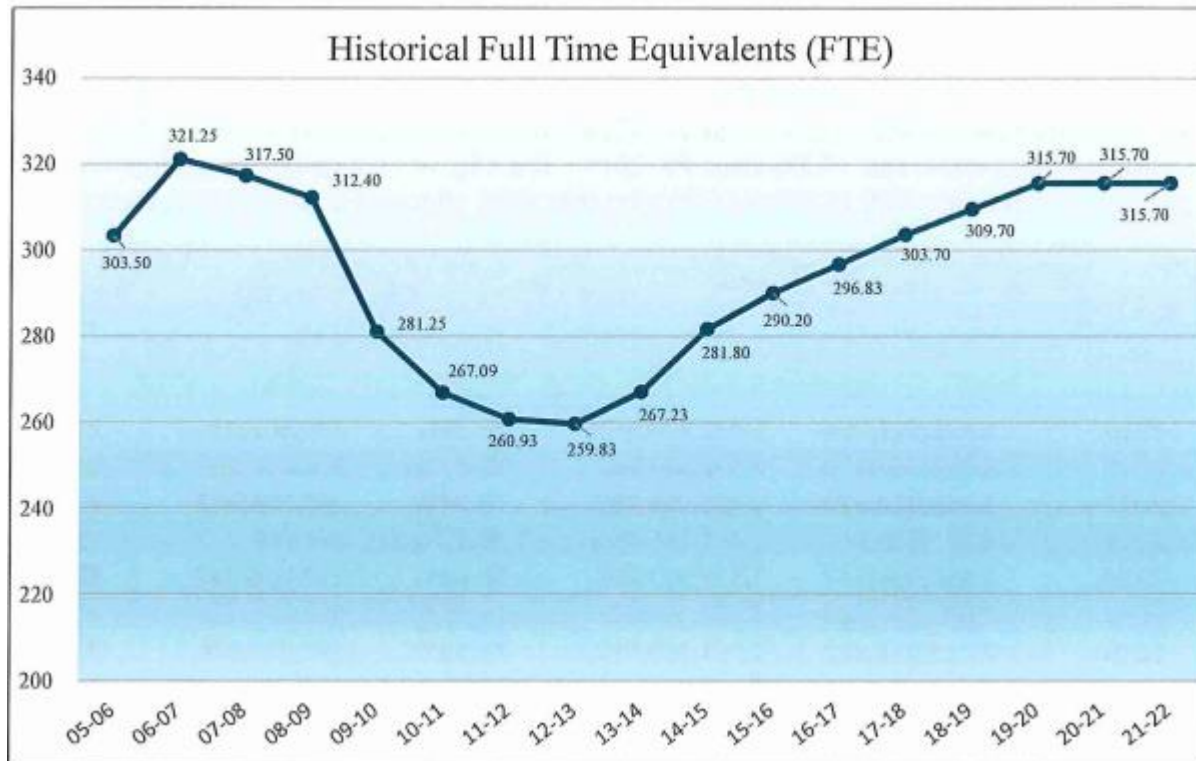


**Comments from
Councilman Keith Britton**



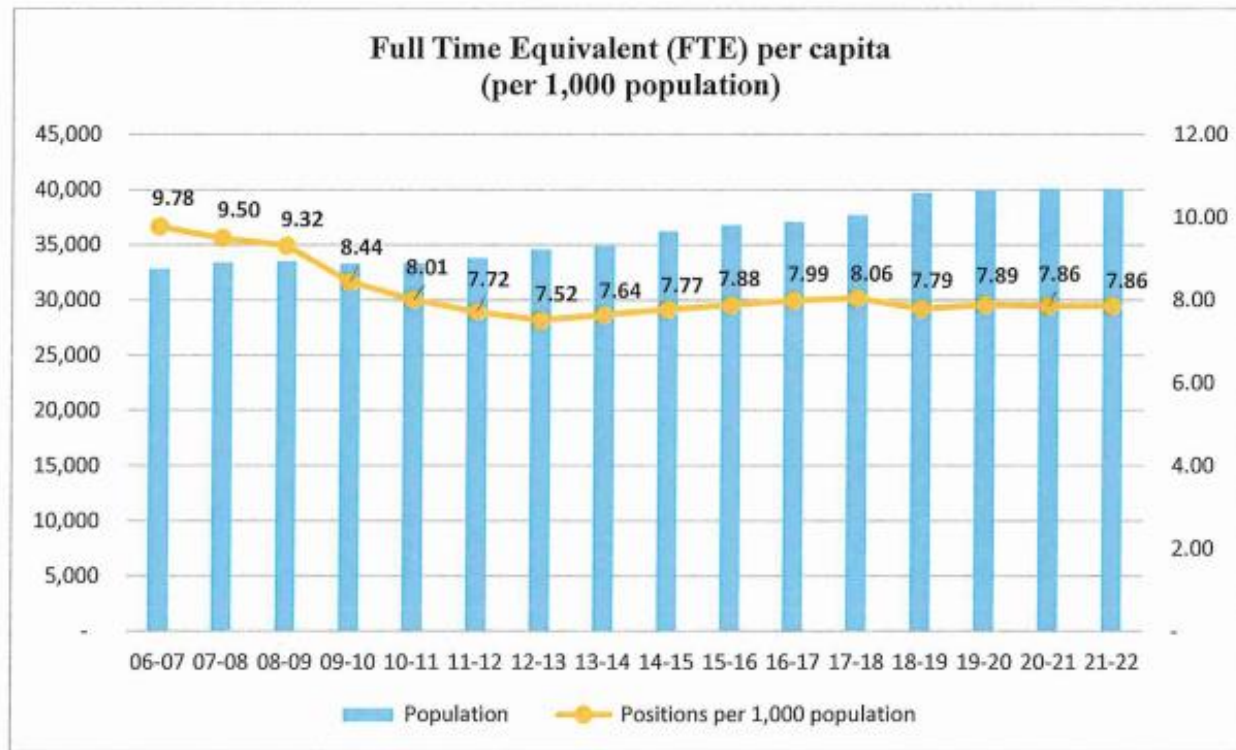
Comments from Councilman Britton

City of Oviedo - Statistical Information



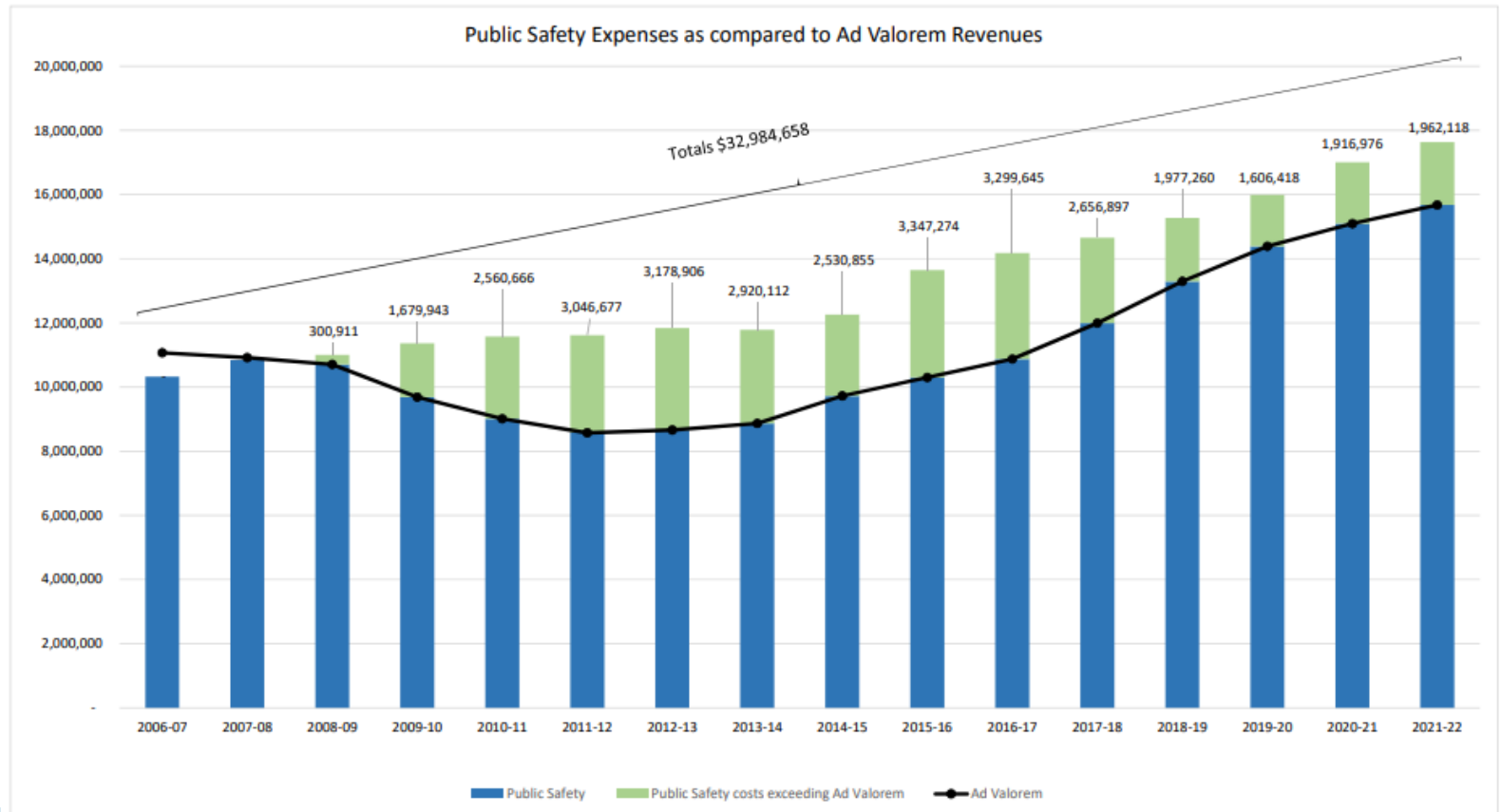


Comments from Councilman Britton





Comments from Councilman Britton





Twin Rivers Golf Course Update

**Nick Dunleavy
of
Down to Earth Golf Facility Services
(DTE Golf)**

**Management Company for
Twin Rivers Golf Course**



Topics for Discussion
Nick Dunleavy
DTE Golf

Participation

Instruction

Covid

Improvements

Vandalism

Trespassing

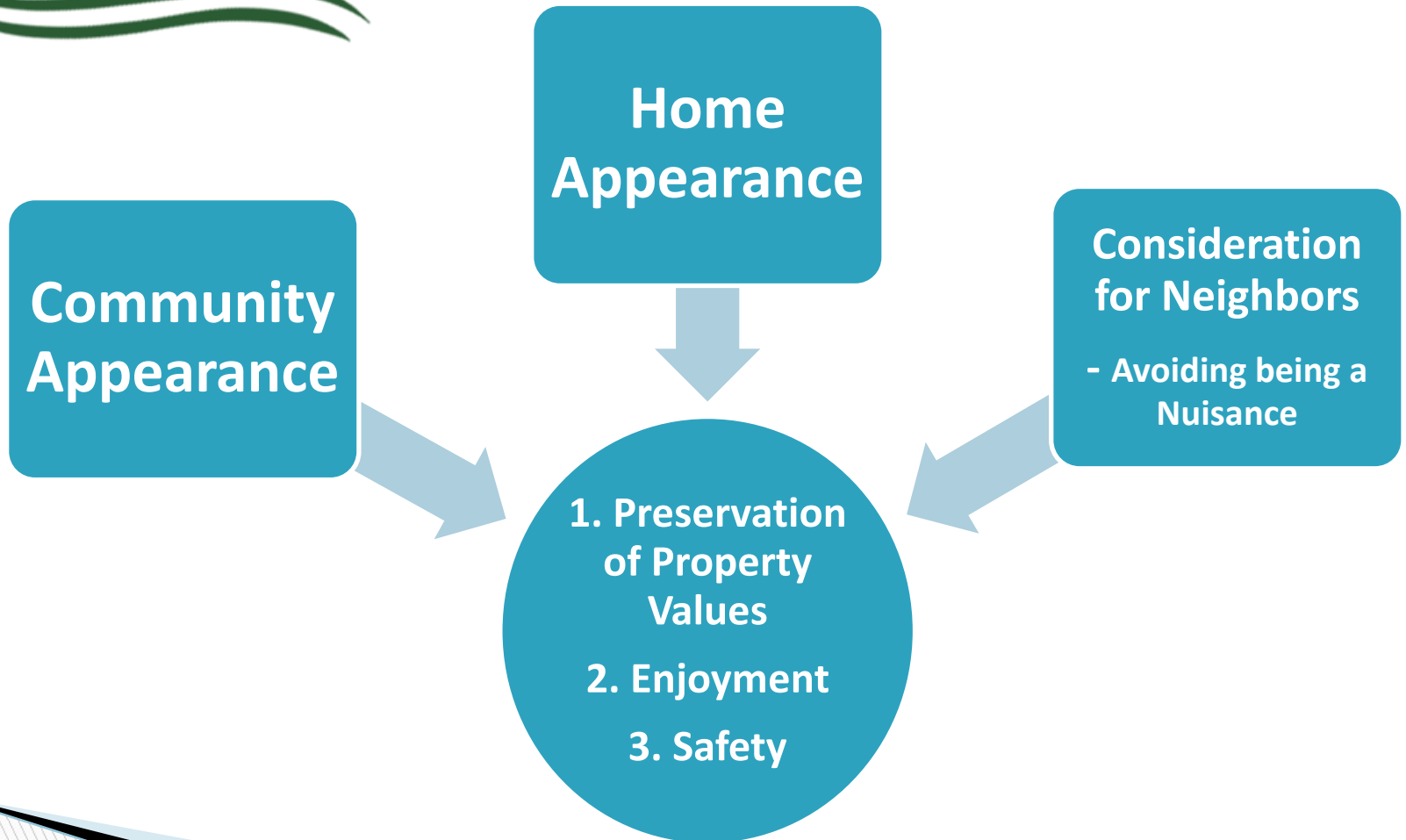


**Compelling Compliance
with
HOA Rules and Regulations**

**John Painter
Secretary/Treasurer
Twin Rivers HOA**



Why HOA Enforcement Matters?

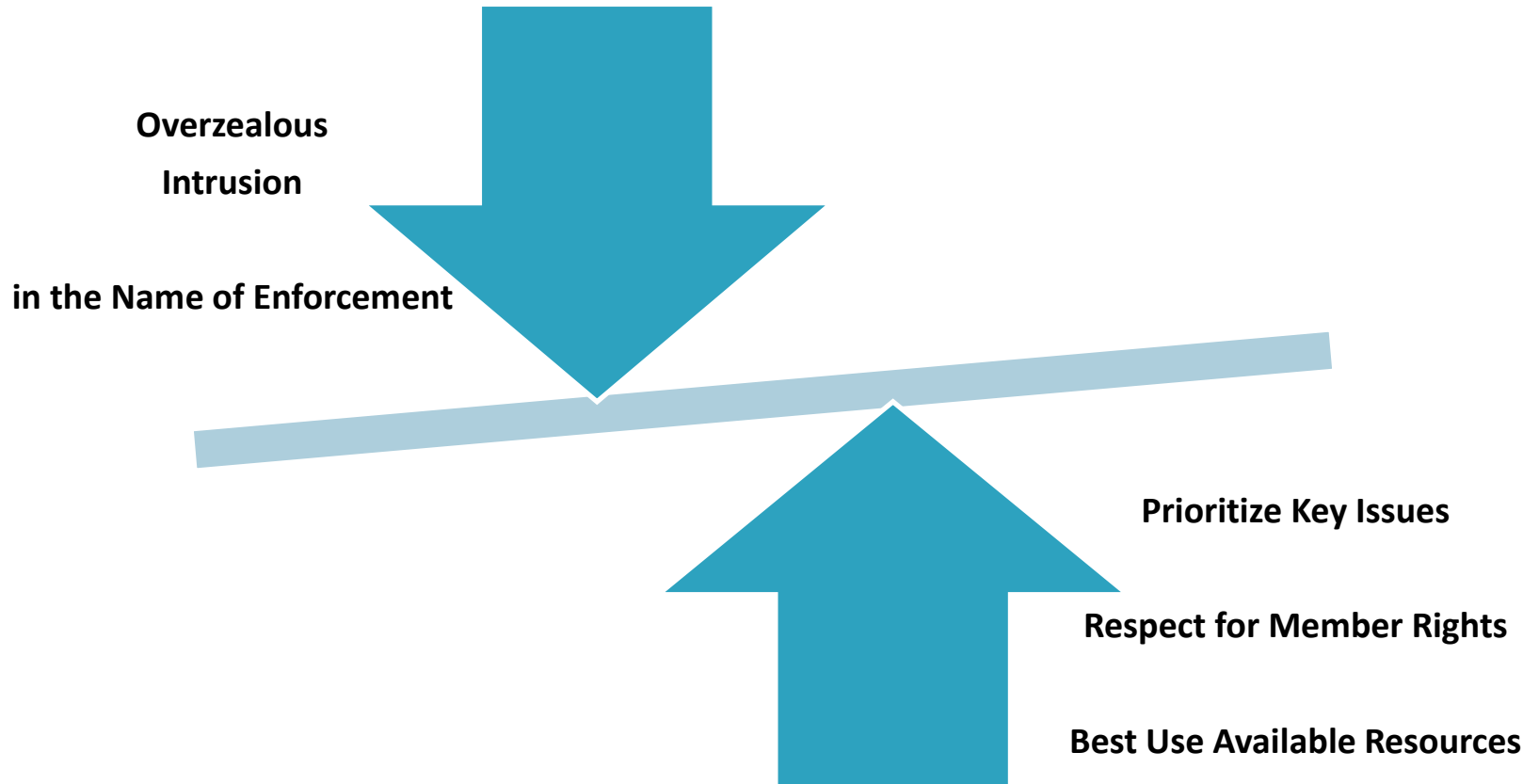


HOA Enforcement Issues





HOA Enforcement is a Balancing Act





Existing HOA Enforcement Process

Education/
Notices/
Persuasion

- Effective with most owner/residents
- Relies on responsibility and good intentions, neighborliness
- Not as effective with Landlords

GAP

Court
Action

- Can be effective, when necessary, but also risky
- Very expensive and time consuming – for HOA Member and HOA
- Not desirable from a relationship perspective



Proposed Modified HOA Enforcement Process



- Very effective with most owner/residents
- Relies on responsibility and good intentions, neighborliness
- Not as effective with Landlords

- Target violations that cause significant nuisance
- More effective with difficult owner/residents and landlords
- Shift much of the costs from HOA to bad actor

- Can be effective, when necessary, but also risky
- Very expensive and time consuming – for HOA Member and HOA
- Not desirable from a relationship perspective



2021 in Review

Bob White
President
Twin Rivers HOA



2021
PRESIDENT'S YEAR END COMMENTS

Since city purchased the Golf Course in 2017 the course has steadily improved and is now profitable.

Good relationship with city has led to resolution of several issues (e.g., turn-over maintenance of two median strips to the city, right-of-way to Hide-a-Way Cove)

HOA Financials have been substantially improved (e.g., Est. of Goals and Objectives, Reserve Fund formalized).



2021

PRESIDENT'S YEAR END COMMENTS (Cont.)

Continued improvement in correspondence with members (e.g., quarterly newsletter, vastly improved website).

Covid-19. Responded by deferring new enforcement actions and extending annual fee payment

Increased size of Board from 7 to 9

Began development of a fining committee (for extreme neglect and renting violations)



2021
ARC Committee
and
Community Appearance Committee

-- A YEAR END SUMMARY

Cheryl Restagno, Siri Goberdhan, and Linda Dhennin

ARC Committee
and
Community Appearance Committee
Twin Rivers HOA



2021
ARC COMMITTEE A YEAR END SUMMARY

Pleasure of working with 170 homes

Redesigned the ARC form

Implemented new Color Book

Presented by: ARC Committee (Linda, Cheryl,
Gobie)



2021
COMMUNITY APPEARANCE YEAR END SUMMARY

**Completed the re-design of all Entranceways
& Islands except one.**

**Redesigned Christmas Decorations due
to improved Entrances**

**Updated all electrical outlets at
Entrances and Islands**

Presented by: Community Appearance
Committee (Linda, Cheryl, Gobie)



**Community Outreach/
Neighborhood Committee
Actions in 2021 and Plans for 2022**

Vivian Guerra, Chair

**Neighborhood Committee
Twin Rivers HOA**



2021

Community Outreach/Neighborhood Committee

- Formulated Committee to better reflect the scope of the Committee's involvement in the community
- Committee duties are: Newsletters, Garage Sales, Community Outreach, Food Drives, Christmas Decorations, etc.
- **Accomplishments:**
 - Hosted one community garage sale
 - Formulated & obtained budget for 2022
 - Provided 2022 Proposed Calendar of events

Presented by: Neighborhood Committee (Vivian Guerra)



2022 Neighborhood Committee

- Host 3 community garage sales
- Backpack Drive in July (school supplies)
- Food Drive (Pantry Collection) for local schools
- Community Outreach
- Possible Meet/pictures with Santa
- Oversee Christmas decorations
- Partner with HOPE Helps for Annual Christmas in the city

Presented by: Neighborhood Committee (Vivian Guerra)