

HOLLYBROOK AT TWINEAGLES HOMEOWNERS' ASSOCIATION, INC
NOTICE OF MEETING OF THE BOARD OF DIRECTORS
2024 BUDGET MEETING

Notice is hereby given of a budget meeting of the ***Board of Directors*** of Hollybrook at TwinEagles Homeowners Association, Inc covering the following agenda items:

Date: Thursday, November 16, 2023

Time: 4:00 p.m. (EST)

Location: The TwinEagles Club located at 11725 TwinEagles Blvd., Naples, FL 34120.

Agenda:

1. Call to Order
2. Proof of Notice
3. Establish a Quorum
4. Disposition of Meeting Minutes – October 17, 2023
5. Vote on Irrigation Amendment
6. Review and Approve Budget for 2024
7. Homeowner's Comments and Questions
8. Adjournment

Enclosed are the following:

1. Proposed 2024 Budget
2. Irrigation Amendment
3. Proxy
4. Return Envelope

Hollybrook Residents,

Enclosed you will find the irrigation water ballot that the residents are being asked to vote on. The purpose of this vote is to have the irrigation water bills sent directly to the residents in lieu of having the bills sent to the management company and paid for by the Hollybrook Homeowners' Association.

These bills are currently calculated individually for each house and are paid as one by the management company. The recommendation by the board is to have these bills sent and paid directly by each resident. Many TwinEagles neighborhoods have already made this change.

This change only impacts water bills. The association will still be responsible for repairs and maintenance of the irrigation system.

Why should we change the way we are currently addressing the water bills? The simple reason is that homeowners will control and pay for their own water usage.

Currently, 66% of the residents pay more for irrigation water than they are using each month. Water usage varies by homeowner due to run times, new plantings needing extra water and lot/landscape size.

If this amendment passes, will there be other benefits besides cost savings to most homeowners? Yes, the amendment will give residents the ability to add additional water to areas of their property as needed.

Also included in this mailing are the estimated costs for the 2024 budget. Two landscape companies are being considered. Juniper Landscaping, our current landscape company, and Juarez Landscaping. Juarez Landscaping will cost approximately \$3,300 more per year or about \$5.38 more per month per resident. The estimated budgets have been prepared showing both landscape companies and with or without irrigation water costs.

Juarez Landscaping is a family run landscaping company based in Naples with about 110 employees. It is a full-service landscaping company with its own in-house irrigation and pesticide division. The Dundee HOA has been using Juarez to maintain their landscaping for the past two years. The board encourages Hollybrook residents to view the condition of Dundee's landscaping or ask a Dundee resident their opinion of Juarez as a landscape company.

Please do not hesitate to contact any member of the Hollybrook Board of Directors if you have any questions.

Ernie Cimino

Susan Mickiewicz

Maria Napier

HOLLYBROOK AT TWINEAGLES
OPERATIONS BUDGET FOR 2024

	JUNIPER WATER			JUNIPER NO-WATER			JUAREZ WATER			JUAREZ NO-WATER		
	2024 Budget	2023 Budget	Variance	2024 Budget	2023 Budget	Variance	2024 Budget	2023 Budget	Variance	2024 Budget	2023 Budget	Variance
	51.00	51.00										
ASSESSMENTS/DUES	187,654.32	178,908.32	8,746.00	159,130.32	178,908.32	(19,778.00)	190,948.32	178,908.32	12,040.00	162,424.32	178,908.32	(16,484.00)
TOTAL ASSESSMENT REVENUES	187,654.32	178,908.32	8,746.00	159,130.32	178,908.32	(19,778.00)	190,948.32	178,908.32	12,040.00	162,424.32	178,908.32	(16,484.00)
ADMINISTRATION												
MANAGEMENT FEES	8,400.00	8,052.00	(348.00)	8,400.00	8,052.00	(348.00)	8,400.00	8,052.00	(348.00)	8,400.00	8,052.00	(348.00)
OFFICE SUPPLIES/POSTAGE	1,440.00	1,440.00	-	1,440.00	1,440.00	-	1,440.00	1,440.00	-	1,440.00	1,440.00	-
LEGAL FEES	3,000.00	3,000.00	-	3,000.00	3,000.00	-	3,000.00	3,000.00	-	3,000.00	3,000.00	-
AUDIT/TAX RETURN	2,132.00	2,030.00	(102.00)	2,132.00	2,030.00	(102.00)	2,132.00	2,030.00	(102.00)	2,132.00	2,030.00	(102.00)
LICENSES & TAXES	62.00	62.00	-	62.00	62.00	-	62.00	62.00	-	62.00	62.00	-
MISCELLANEOUS	1,516.32	1,516.32	-	1,516.32	1,516.32	-	1,516.32	1,516.32	-	1,516.32	1,516.32	-
WEBSITE	1,040.00	1,040.00	-	1,040.00	1,040.00	-	1,040.00	1,040.00	-	1,040.00	1,040.00	-
TOTAL ADMINISTRATION	17,590.32	17,140.32	(450.00)	17,590.32	17,140.32	(450.00)	17,590.32	17,140.32	(450.00)	17,590.32	17,140.32	(450.00)
GROUND												
LANDSCAPE MAINTENANCE	98,676.00	94,704.00	(3,972.00)	98,676.00	94,704.00	(3,972.00)	101,970.00	94,704.00	(7,266.00)	101,970.00	94,704.00	(7,266.00)
COMMON AREA-ISLAND	-	-	-	-	-	-	-	-	-	-	-	-
IRRIGATION REPAIRS -homes	6,000.00	6,000.00	-	6,000.00	6,000.00	-	6,000.00	6,000.00	-	6,000.00	6,000.00	-
MULCH/PINE STRAW	16,020.00	15,900.00	(120.00)	16,020.00	15,900.00	(120.00)	16,020.00	15,900.00	(120.00)	16,020.00	15,900.00	(120.00)
TREE TRIMMING	12,500.00	12,500.00	-	12,500.00	12,500.00	-	12,500.00	12,500.00	-	12,500.00	12,500.00	-
LANDSCAPE/TREE REPLACEMENT	-	5,000.00	-	-	5,000.00	-	-	5,000.00	-	-	5,000.00	-
TOTAL GROUNDS	133,196.00	134,104.00	(4,092.00)	133,196.00	134,104.00	(4,092.00)	136,490.00	134,104.00	(7,386.00)	136,490.00	134,104.00	(7,386.00)
UTILITIES												
WATER/SEWER - UNITS/COMMON GROUNDS	28,524.00	25,320.00	(3,204.00)	-	25,320.00	25,320.00	28,524.00	25,320.00	(3,204.00)	-	25,320.00	25,320.00
TOTAL UTILITIES	28,524.00	25,320.00	(3,204.00)	-	25,320.00	25,320.00	28,524.00	25,320.00	(3,204.00)	-	25,320.00	25,320.00
INSURANCE/OTHER EXPENSE												
INSURANCE	3,200.00	2,200.00	(1,000.00)	3,200.00	2,200.00	(1,000.00)	3,200.00	2,200.00	(1,000.00)	3,200.00	2,200.00	(1,000.00)
CONTINGENCY	144.00	144.00	-	144.00	144.00	-	144.00	144.00	-	144.00	144.00	-
BAD DEBT	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER EXPENSE	3,344.00	2,344.00	(1,000.00)	3,344.00	2,344.00	(1,000.00)	3,344.00	2,344.00	(1,000.00)	3,344.00	2,344.00	(1,000.00)
TOTAL EXPENSE	182,654.32	178,908.32	(6,746.00)	154,130.32	178,908.32	19,778.00	185,948.32	178,908.32	(12,040.00)	157,424.32	178,908.32	16,484.00
Total Expense	187,654.32	178,908.32	(6,746.00)	159,130.32	178,908.32	19,778.00	190,948.32	178,908.32	(12,040.00)	162,424.32	178,908.32	16,484.00
COST PER UNIT YEAR	3,679.50	3,508.01	(171.49)	3,120.20	3,508.01	387.80	3,744.08	3,508.01	(236.08)	3,184.79	3,508.01	323.22
COST PER UNIT QRT	919.87	877.00	(42.87)	780.05	877.00	96.95	936.02	877.00	(59.02)	796.20	877.00	80.80
COST PER MONTH	306.62	292.33	(14.29)	260.02	292.33	32.32	312.01	292.33	(19.67)	265.40	292.33	26.93

LIMITED PROXY

The undersigned, as owner(s) or designated voter of street address _____, in Hollybrook at TwinEagles, appoints _____ or the President of the Association, as my proxyholder to attend the special meeting of the members of Hollybrook at TwinEagles Homeowners Association, Inc., to be held Thursday, November 16, 2023, at 4:00 p.m. in the Club at TwinEagles, located at 11725 TwinEagles Blvd., Naples, Florida 34120 (*Note: If no other proxyholder is named above, the President shall be the proxyholder*). The proxyholder named above has the authority to vote and act for me to the same extent that I would if personally present, with power of substitution on all issues that may come before the members, except that my proxyholder's authority is limited as indicated below:

GENERAL POWERS: I hereby authorize and instruct my proxyholder to use his or her best judgment on all non-substantive matters which properly come before the meeting.

LIMITED POWERS: (*For your vote to be counted on the following issues, you must indicate your preference in the blanks provided below*).

ISPECIFICALLY AUTHORIZE AND INSTRUCT MY PROXYHOLDER TO CAST MY VOTE IN REFERENCE TO THE FOLLOWING MATTER AS INDICATED BELOW:

1. Should the proposed amendment to Section 7.5.2. of the Declaration of Neighborhood Covenants and Restrictions for Hollybrook at TwinEagles be approved? Approval of the amendment will remove the responsibility for payment of the irrigation costs for each Owner's Lot from the Association and will require each Lot Owner to be responsible for the water bills for the irrigation of each Lot Owner's Lot.

_____ Yes

_____ No

2. Should the proposed amendment to Section 9.2. of the Declaration of Neighborhood Covenants and Restrictions for Hollybrook at TwinEagles be approved? Approval of the amendment will remove the Association's responsibility for certain maintenance including painting, upkeep of any sidewalks, parking areas and driveways, the Roadway and the Storm Water Management System within Hollybrook at TwinEagles.

_____ Yes

_____ No

Dated: _____

Signature of LOT OWNER or DESIGNATED VOTER

Printed name of LOT OWNER or DESIGNATED VOTER

SUBSTITUTION OF PROXYHOLDER

The undersigned, appointed as proxyholder above, designates _____ to act as substitute proxyholder for me if I am unable to attend the meeting for which the proxy is given.

Dated: _____

Signature of PROXYHOLDER

THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THE PROXY VALID MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.

AMENDMENT TO THE
DECLARATION OF NEIGHBORHOOD COVENANTS AND RESTRICTIONS
FOR
HOLLYBROOK AT TWINEAGLES

The Declaration of Neighborhood Covenants and Restrictions for Hollybrook at TwinEagles (the "Declaration") shall be amended as shown below:

Note: New language is underlined; language being deleted is shown in ~~struck through type~~.

1. Section 7.5.2. of the Declaration shall be amended as shown below:

7.5.2. Maintenance of Lots. Operating Expenses shall include all expenses necessary for the performance of certain services to the Lots by the Association. As to the Lots, the Association shall: maintain, repair and replace all portions of the irrigation system serving a Lot; and maintain the landscaping materials on the Lots, including mowing, fertilizing, edging, trimming, pruning and replacement of sod, and such costs shall be a Common Expense. The replacement of shrubbery and plants shall be the sole responsibility of the Owner. As to irrigation of the Lots, each Lot Owner shall be responsible for the water bills for the Lot Owner's Lot ~~costs therefor shall be billed by the Association and shall be an Operating Expense.~~ The time clocks will be placed within the utility easements on one (1) or more Lots and controlled by the Association. Owners may request of the Association the times for watering their Lots, but the Association shall have full control of such timing. As to the landscaping on the Lots, any change or enhancement to the landscape design and materials originally installed requires approval by the Reviewer which may increase maintenance and condition of appearance requirement for the Lot and the Owners will be required to pay for such increased landscaped costs. Except for those maintenance items specifically enumerated in this Paragraph 7.5.2, the Association shall not be responsible to maintain, repair or replace all or any portion of a Lot or the Dwelling Unit or other Improvement constructed thereon.

2. Section 9.2. of the Declaration shall be amended as shown below:

9.2. By the Association

The responsibility of the Association is to repair, maintain and replace any and all Improvements and facilities located upon Association Property (except for any portions thereof the Community Association is obligated to maintain), as otherwise provided herein. Maintenance includes, but is not limited to, the following: cleanup, landscape care and replacement of sod, and lawn care, ~~painting, upkeep of any sidewalks, parking areas and driveways, Roadway, and the Storm Water Management System within Hollybrook at TwinEagles.~~ The Association shall also provide maintenance services to any Landscape. The Association is not responsible to replace plants and shrubbery, ~~signage~~ Easements, any entry feature, and any roadway island within Hollybrook at TwinEagles. In the event that a Lot Owner fails to maintain his or her Lot or Dwelling Unit in accordance with these Neighborhood Covenants, the Association shall have the right, but not the obligation, upon thirty (30) days' written notice to the Lot Owner, to enter upon the Lot for the purpose of performing the maintenance and/or repairs described in such notice to the Lot Owner, as applicable. The cost of performing such maintenance and/or repairs and the expense of collection (including but not limited to, Legal Fees) shall be assessed by the Association against the Lot Owner as an Individual Assessment.