

# Special Board of Directors Meeting

## Minutes

February 28, 2007

A meeting was held at 2417 Ridgewind Way, Windermere, for the purpose of reviewing and considering the attached letter from Orange County Environmental Protection Division letter dated February 22, 2007.

Proof of Notice verified by posting at the Exit Gate of the Association.

BOARD MEMBERS PRESENT: Steve Sargent, Kathie Glass, Kathy Sheppard, Mike Whitethorn, Kyle Brown

BOARD MEMBERS ABSENT: Kara Lynch, Dennis McCarthy

The Board reviewed the letter from the OCEPD.

Board members discussed the letter and the need for clarification on several items as listed below:

1. Do we need to have the area professionally surveyed and staked?
2. Regarding the area between lots 38 & 39: Was there any discussion about whether it can be excluded from the conservation area as discussed at the initial on-site visit on 2/7/2007.
3. Do we have the option to kill the sod as discussed at the initial on-site visit on 2/7/07
4. Will the OCEPD be providing a list of acceptable plant materials and vendors who can provide the material as discussed at the initial on-site visit

Board members discussed necessary actions and agreed upon the following.

1. Steps to obtain a professional surveyor will begin. The manager will be asked to obtain three bids.
2. The involved homeowners will need to be notified of the letter from OCEPD as soon as possible. This will be done in writing. No special meeting with homeowners is deemed necessary at this time.
  - a. The correspondence will include: a copy of the letter from OCEPD, a picture of tract J, a letter from the BOD.
  - b. Kathy will compile these documents and send via email to the BOD for approval. Once approved, she will send to the manager for distribution via email on March 2 and certified letter by March 6, 2007, to the involved homeowners.

There being no further business, the meeting adjourned.

Submitted by  
Kathy Sheppard