



Committee Member Application

Thank you for your interest in serving on an LNHOA committee! Your volunteer service strengthens our community. Please complete this form and return it to **lochnessdrivehoa@gmail.com**.

Your Information

Name _____

Property Address _____

Email _____

Phone _____

Committee Interest

Please select one or more committees you are interested in joining (check all that apply):

- ☐ Fines & Enforcement Committee
- ☐ Architectural Control Committee (ACC)
- ☐ Community Events Committee
- ☐ Lake Committee

- ☐ Care Committee
- ☐ Other: _____

Acknowledgment

I acknowledge and agree to the following:

- ☐ This is a volunteer, unpaid position
- ☐ I will serve faithfully and in accordance with Florida Statute Chapter 720 and the LNHOA governing documents
- ☐ **For Fines & Enforcement Committee applicants only:** I confirm that I am not a current board member nor an immediate family member of a board member (*Florida law requirement*)

Signature: _____

Date: _____

Thank you for your willingness to serve! The Board will review your application at our next meeting and contact you shortly.



Committee Descriptions & Expectations

Fines & Enforcement Committee

Purpose: Required by Florida Statute §720.3085 before the HOA can levy any fines. This committee conducts hearings when a homeowner is alleged to have violated HOA rules or covenants.

Time Commitment: As needed (typically 1–4 meetings per year). Meetings scheduled with 14 days' notice.

Responsibilities:

- Review alleged violations presented by the Board
- Conduct fair hearings where homeowners can present their side
- Determine whether violations occurred and whether fines should be imposed
- Act independently from the Board (cannot be board members or immediate family)

Architectural Control Committee (ACC)

Purpose: Ensures all exterior modifications to homes comply with the HOA Declaration of Restrictions and maintain the neighborhood's aesthetic standards.

Time Commitment: 2–4 hours per month (varies based on application volume).

Responsibilities:

- Review applications for exterior changes (paint, roofs, fences, additions, etc.)
- Approve or deny applications based on Declaration guidelines
- Respond to homeowners within 30 days of receiving complete applications
- Conduct periodic neighborhood inspections to identify violations

Community Events Committee

Purpose: Plans and executes community-building events and activities that bring neighbors together.

Time Commitment: 3–5 hours per month (more during event planning weeks).

Responsibilities:

- Brainstorm and plan community events (movie nights, ice cream socials, holiday gatherings, etc.)
- Coordinate logistics (venue, permits, vendors, volunteers)
- Promote events to residents via email, website, and social media
- Manage recurring programs (Loch Ness Walk Group, yoga by the lake, running club)

Lake Committee

Purpose: Oversees the health and maintenance of the Loch Ness lake and C8 canal system, coordinating with vendors and regulatory agencies.

Time Commitment: 2–3 hours per month (quarterly meetings + vendor coordination).

Responsibilities:

- Monitor lake water quality and aquatic vegetation
- Coordinate with Dragonfly Pond Works (lake maintenance contractor)
- Liaise with South Florida Water Management District (SFWMD) on canal system issues
- Plan lake bank restoration and environmental improvement projects

Care Committee

Purpose: Supports neighbors who need help with lawn care, minor home maintenance, or other assistance during challenging times (illness, injury, elderly residents, etc.).

Time Commitment: As needed (varies widely — could be 1–2 hours per month or occasional projects).

Responsibilities:

- Identify neighbors who could benefit from assistance
- Coordinate volunteer support for lawn mowing, yard cleanup, or minor repairs
- Connect residents with community resources or professional services when needed
- Foster a culture of neighborly support and compassion

*Questions? Contact us at lochnessdrivehoa@gmail.com or (786) 665-6583
8004 NW 154th street – P.O. Box 411, Miami Lakes, FL 33016*