

Mayor
S. Scott Vandergrift

City Manager
Robert Frank

Chief of Police
Charles J. Brown



Commissioners
Gary Hood, District 1
Rosemary Wilsen, District 2
Rusty Johnson, District 3
Joel F. Keller, District 4

November 15, 2010

Windermere Groves Homeowners Association
c/o Southwest Property Management
P.O. Box 783367
Winter Garden, FL 34778

Dear Sir or Madam:

Several of the gated communities in our City have Traffic Enforcement Agreements that have term expirations. When the contacts expire, and no immediate action is taken a lapse in traffic enforcement may occur. In order to avoid this issue the City of Ocoee has rewritten the Traffic Enforcement Agreement to include an automatic renewal after each term. I have attached the new contract that will need to be reviewed and returned to me by December 15, 2010. Below are a few simple steps to ensure that the agreement is properly completed.

Page 1: Please review the HOA name at the top of the agreement for accuracy.

Please review the HOA name in the first paragraph for accuracy.

Please review the management name and address in the first paragraph for accuracy.

Please leave the date blank as this will be dated upon Commission acceptance.

If any of the information on Page 1 is incorrect, please make the corrections and I will reprint this page only with the advised corrections.

Pages 1-3: Please read carefully.

Page 4: The top right-hand column requires the HOA's President or Vice-President signature. The top left-hand column requires two (2) witness signatures to the President or Vice-President signature. A notary must sign and stamp page 4 acknowledging the signatures of the President or Vice-President and witnesses.

Page 5: This page is for official use only.

Should you have any questions, please feel free to contact me.

Thank you,

Diana Turner
Administrative Assistant
dturner@ci.ocoe.fl.us

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