

**Twin Lakes Subdivision HOA
Meeting Minutes**

Date: November 14, 2015 **Time:** 9:00 AM **Location:** Pool Cabana

I. Call to order: by President David Meyer at 9:04 AM

A. Board Members present:

1. President – David Meyer
2. Vice President – Jim Clark
3. Treasurer – John Pavka
4. Secretary – Steve Fickett
5. Randy Cook
6. Terry Henry
7. Josh Nickell

B. Guests

1. Camille Sanabria, West Coast
2. Kelsey Broyles

C. Homeowners

1. Debbie Allison
2. Patrick Kavanaugh
3. Kathy Clark

II. Proof of Notice of Meeting: The meeting notice was posted at the pool cabana and lighted entry way bulletin boards

Minutes: It was **motioned** and **seconded** to defer the reading of the minutes the Financial Report and the Managers Report to the next regular meeting. **The Board voted and the motion passed unanimously.**

III. Financial Report – deferred to next board meeting

IV. Manager's Report: - deferred to next board meeting

A **Motion** was made to appoint Kathy Clark to the Board of Directors with a three year term by President David Meyer. **The motion was seconded. The Board voted to approve unanimously.**

V. Committee Reports

A. Architectural Review Committee: The ARC Committee will consist of John Pavka, Chairman, Terry Henry, David Meyer and Debbie Allison.

B. Landscaping: Steve Fickett

1. Two Holly trees were planted at the front entrance, a dead Myrtle was replaced on the East side of Foggy
2. Steve and Jim to review the area between Twin Lakes and the new development Terra Bella to report at the next meeting. West Coast to obtain contact information for the Terra Bella developer.

C. Inspections /Curb Appeal Award:

1. The nominated Winner for December is 24448 Painter Dr. West Coast will contact winner to confirm acceptance.
2. Inspection Committee will consist of Kathy Clark, Kelly Cook, David Meyer and reps from West Coast. Inspection will remain as they have been in the past with the exception of parking violations which will be discussed at the next regular meeting.

D. Storm Water Drainage Maintenance (SWDM):

1. Storm water maintenance at pond 2F; Steve spoke to Mike Vizzari, Vizzari Brothers to mow overgrowth asap once the area dries but will not cut along the banks too low to help stop erosion.

VI. Unfinished Business

A. Pool:

1. Janitorial Service.
 - a. A **MOTION** was made to release Pool Service of Central FL LLC from janitorial services by amending the contract immediately. **The motion was seconded. The Board voted to approve unanimously.**
 - b. The Board directed West Coast Management to obtain two bids for janitorial service at the pool.

2. Trespass agreement - COMPLETED
3. Security Cameras.
 - a. West Coast will invite Keith Ware to the next regular board meeting to discuss the camera equipment with the new board.
4. Fence Repair – Jim Clark will get bids to review at the next regular meeting.
5. Storage Room ventilation.
 - a. A **MOTION** was made to approve up to \$800.00 for Terry Henry and Jim Clark to install ventilation to the storage room. **The motion was seconded. The Board voted to approve unanimously.**
6. FGUA – Tabled until next regular meeting

B. Landscape bids: Jim Clark and Steve Fickett to obtain bids for next regular board meeting

VII. New Business

- A. Board member appointment:** see above
- B. Community Service discussion – tabled until next regular meeting**
- C. Topics for February meeting – to be emailed to David**
- D. Christmas lights. (in future to be referred to as Holiday lights)**
 1. A **MOTION** was made for David Meyer to use up to \$150.00 to obtain two star gazers that project lasers, along with necessary equipment), for front entrance holiday lighting. **The motion was seconded. The Board voted to approve unanimously.**
- E. New By-Law amendment Committee – tabled until next regular meeting**

The next meeting will be held Thursday December 10 at 6:30 PM at the Clark residence 24209 Painter Dr.

Meeting was adjourned at 10:04 AM

Respectfully submitted,
Camille Sanabria, LCAM West Coast Management