

# TWIN LAKES

subdivision homeowners association, inc.  
A Corporation Not-for Profit  
BOARD MEETING MINUTES

**Date:** January 14, 2016 **Time:** 6:30 PM **Location:** 24209 Painter Drive

**I. Call to order:** David Meyer called the meeting to order at 6:32 PM

**A. Directors present:**

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

**B. Directors Absent:**

**C. Residents present:**

1. Gloria Stanbro

**D. West Coast Management Co.**

1. Camille Sanabria, LCAM

David Meyer made a **MOTION** to accept the Meeting Minutes from November 14, 2015 minutes with wording changes made to Unfinished Business, A. Pool, 5. Storage Room ventilation, a. A MOTION was made to approve up to \$800.00 for Terry Henry and Jim Clark to install ventilation for the storage room. Patrick Kavanagh seconded the MOTION. **The Board approved unanimously.**

David Meyer made a **MOTION** to accept the Meeting Minutes from December 10, 2015 as presented. Steve Fickett seconded the MOTION. **The Board approved unanimously.**

**II. REPORTS**

**A. Financial** – Financials were presented by West Coast Management. John Pavka stated that the association is good financial condition at this time and making positive progress in accounts in arrears. John encouraged everyone to call Pasco County to report potholes as they become visible.

**B. Management** – Presented by Camille Sanabria.

1. Curb Appeal sign, David instructed West Coast to contact Paul at Apple Sign & Awning 813-601-3110 for a cost of the sign and to order if the cost is less than the bid from Signs USA Inc.
2. David Meyer made a **MOTION** to withhold \$200.00 as a credit from Pool Services next regular invoice for janitorial work that was not completed in the month of November 2015. Patrick Kavanagh seconded the MOTION. **The Board approved unanimously.**

**III. COMMITTEE REPORTS**

**A. Architectural Committee** – Request for 2200 Tioga to replace windows was approved.

**B. Landscaping Committee** –

1. Steve Fickett made a **MOTION** to purchase 19 yards of red mulch and for labor for Vizzari Brothers to hand weed and install the mulch along Foggy Ridge Road at a cost of \$45.00 per yard with any excess mulch to be installed in the playground area. Randy Cook seconded the MOTION. **The Board approved unanimously.**
2. David Meyer made a **MOTION** to allow the Landscape Committee to create the final scope of work for vendor estimates. Josh Nickell seconded the MOTION. **The Board approved unanimously.**
  - a. Landscape bids will be reviewed at the next regular meeting.

**C. Storm Water Drainage Maintenance Committee** – No report

**D. Inspections Committee** – No report

E. Paving Committee

1. Terry Henry made a **MOTION** to initiate a street sweeping program. David Meyer seconded the MOTION. Seven Directors voted in favor of the motion, John Pavka and Kathy Clark voted against the motion. **The MOTION passed with a majority vote.**
  - a. Terry will provide more comprehensive bids at the next scheduled meeting.

IV. **UNFINISHED BUSINESS**

A. Pool –

1. Janitorial Services - David Meyer made a **MOTION** to accept the estimated contract from Perfect Touch Cleaning Services for janitorial services for the pool restrooms and area. Jim Clark seconded the MOTION. **The Board approved unanimously.**
2. Fence repair – Jim Clark made a **MOTION** to accept the repair all areas that are tattered and install poles bid for \$600.00. Patrick Kavanagh seconded the MOTION. Seven Directors in favor of the motion. John Pavka and David Meyer voted against the motion. **The MOTION passed with a majority vote.**
3. FGUA will be discussed at the next regular meeting. Jim Clark has made contact.

B. Terra Bella/Twin Lakes property discussion –

1. David Meyer will meet with the HOA President in an effort to agree upon fencing for the property line.

C. By-law Amendment

1. David Meyer made a **MOTION** to have West Coast Management approach the Association attorney for answers regarding the by-law amendment changes and quorum percentages pro bono or pay if necessary. Patrick Kavanagh seconded the MOTION. **The Board approved unanimously.**

V. **NEW BUSINESS**

A. Topics for February meeting with Mike Moore –

1. Topics have been emailed to the office of Commissioner Moore.

B. Community Service Discussion – Tabled to the next meeting

C. John Pavka to meet with Duke Energy to obtain a filter for the ground fault indicators that continue to trip at the entrance.

D. New Board member certification letters will be collected at the next regular meeting for Terry Henry and Josh Nickell.

E. The next regular meeting is scheduled for Thursday February 18<sup>th</sup> 6:30pm at 24209 Painter Drive

VI. **ADJOURNMENT**

David Meyer made a **MOTION** to adjourn the meeting at 8:12 pm. Patrick Kavanagh seconded the MOTION. **The Board approved unanimously.**

Respectfully submitted, Camille Sanabria, LCAM