Meeting Minutes

April 27, 2018

**Attendance:**

This was the 4th HOA meeting of the year. It started at 6:30 pm, HOA secretary hosted the meeting at 420 Twin Brook Way. There were 6 residents in attendance. Refreshments were provided.

**Items Covered:**

Welcome- Secretary Rosa Gutierrez welcomed all members present.

Treasurer’s Report- Mr. Risk provided the financial report, explained dues paid and unpaid. There is balance of $18,626.93.

Electrical System- Dependable Electricity installed a new electrical system including 2 lights for the sign in the front entrance.

Landscaping- The landscape in the front entrance is complete for what we wanted to accomplish at this time.

Speed Study- It is ongoing, waiting on package from the county. Secretary will collect signatures once it arrives.

Entrance Sign- Rosa received to bids from Signarama ($2,963) and Fastsigns ($2,514 and $3,072) for a metal sign to be placed on the stone wall at the entrance. The prices were too high so it was decided not to purchase any of the signs.

Newsletter- a newsletter will go out to residents in May which will include current and future projects and reminder to pay HOA dues

Violation notice Door Hanger – a door hanger was presented by HOA secretary, it was approved for purchase.

Street Lights- Ms. Angelica Alvarado reported her street light not working properly.

Ms. Marlene asked if the HOA was registered, Mr. Brandon confirmed that the HOA is registered.

**To Do:**

**President-**

TB Website- Mr. Brandon will contact Mr. Williams, a web developer in regards to building a website for the subdivision.

Irrigation System- Mr. Brandon has been and will continue to be in contact the necessary company(s) to install a backflow system which is required by the county (A company is coming on Tuesday May 1 for the backflow system). Then call Clayton irrigation to install a new irrigation system or fix the one in place for the entrance on the side where the sign is only.

**Treasurer-**

Mr. Douglas will continue collecting HOA Dues and will send a Newsletter.

**Secretary-**

Ms. Rosa will order the “Violation Notice” door hangers. Will check all lights not working and contact Jackson Electric. Once speed hump package is received Ms. Rosa will collect signatures.

**Next Meeting:**

Will take place at 215 Twin Brook Way at 7:00 pm on Friday June 1st. Mrs. Marlene will be hosting the June meeting.

**Adjournment:**

The meeting was adjourned approximately at 8:25 pm.

HOA Meeting Attendance

April 27, 2018

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| Name | Address | Email | Phone # |
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| Doug and Becky Risk | 425 Twin Brook Way | [dbisrisk@charter.net](mailto:dbisrisk@charter.net) | (678) 343-3500 |
| Gloria Moreno | 400 Twin Brook Way |  | (678) 516-0931 |
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| Rosa Gutierrez | 420 Twin Brook Way | [Rosagutierrez21@yahoo.com](mailto:Rosagutierrez21@yahoo.com) | (678) 682-4946 |
| Yolanda Reece | 930 Twin Brook Ct | [Yolanda5\_reece@yahoo.com](mailto:Yolanda5_reece@yahoo.com) | (865) 394-2101 |
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(Highlighted names indicates they were present)