**[TBHA@Twinbrooks.org](mailto:TBHA@Twinbrooks.org)**

**Twin Brooks Community**

**HOA Meeting**

**February 16, 2018**

**Members Present:**

Doug Risk (Treasurer)

Becky Risk

Brandon Prince (President)

Yusuf Carroll- New member. Welcome!!!

Rosa Gutierrez (V-President)

**Items Discussed:**

* Front Entrance/Landscaping- Due to the irrigation system needing replacement, the option presented by Rosa would not work at this time, any landscaping must be dry resistance.
* Speed Bumps- A speed study was requested by Rosa to Gwinnett County. Within 2-3 weeks the county will conduct a speed study in the subdivision to see possible need for speed bumps.
* HOA Website- After reviewing the options presented by Rosa. It was decided to create a website with our own resources/knowledge and/or minimize the fee for designing/maintaining one. Yusuf will provide information to Rosa about possibly creating one.
* HOA Dues- The goal is to send out invoices by the end of February which will include 2017 and 2018. Residents will have the month of March to pay.

**To Do:**

* Brando Prince-
  + Provide resident information/access to office 365 to Doug and Rosa.
  + Install bulletin board
  + Add Doug to bank account
  + Provide contact information to Rosa about current community landscaping contractor Mr. Militon Martinez.
* Rosa Gutierrez-
  + Contact Mr. Militon Martinez in regards to landscaping for the entrance trim bushes, wall, plants (dry resistant landscaping).
  + Contact contractors about replacing the irrigation system.
  + Contact an electrician to install a new line and add an electrical outlet at the entrance.
  + Find out about how to (if possible) add lines to the street for safety driving.
  + Contact companies to design a “Twin Books” sign to mount on the stone wall at the entrance.
* Doug Risk-
  + To prepare invoice for 2017-2018 dues.

**Next Meeting:**

* Friday March 16th, 2018, at Rosa’s home at 6:30.

**Current HOA Participants:**

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| **Address** | **Name** | **Email** | **Phone #** |
| 240 Twin Brook Way | Yusuf Carroll | [yhcarroll@hotmail.com](mailto:yhcarroll@hotmail.com) | (678) 761-7629 |
| 330 Twin Brook Way | Marie Nguyen | [Lysdefrnce01@gmail.com](mailto:Lysdefrnce01@gmail.com) | (404) 433-5526 |
| 385 Twin Brook Way | Brandon Prince | [Rbprince67@gmail.com](mailto:Rbprince67@gmail.com) | (404) 915-4565 |
| 420 Twin Brook Way | Rosa Gutierrez | [Rosagutierrez21@yahoo.com](mailto:Rosagutierrez21@yahoo.com) | (678) 682-4946 |
| 425 Twin Brook Way | Doug/Becky Risks | [dbirisk@charter.net](mailto:dbirisk@charter.net) | (678) 343-3500 |
| 930 Twin Brook Way | Yolanda Reece | [Yolanda5\_reece@yahoo.com](mailto:Yolanda5_reece@yahoo.com) | (865) 394-2101 |