June 2018 Meeting Minutes

**Attendance**

This was the 5th HOA meeting of the year for the Twin Brooks Homeowners Association. It was on June 1st, 2018 at 7:00 pm. Ms. Marlene hosted the meeting at her home at 215 Twin Brook Way. Seven residents attended the meeting. A new member this time is Mr. Kristian Diaz. Welcome!

**Items Covered**

Welcome- HOA Secretary Rosa Gutierrez welcomed everybody.

Reading of Minutes- HOA President Mr. Brandon Prince read the minutes from previous meeting. Minutes were approved as presented.

Treasurer’s Report- HOA Treasurer Mr. Douglas Risk provided a copy of the financial report and went over each item. There is $19,667.77 in the HOA account. Approximately only 60% of home owners pay HOA dues.

**Old Business**

Speed Humps- Rosa Gutierrez provided an update for the speed humps. The percentage needed for the approval has been met at 70% of residents on Twin Brook Way. We are still waiting on owners of rental properties and other residents. The package will be returned to the county with all documents by the end of June 2018.

TB Website- Ms. Brandon spoke with Mr. Nicholas a Twin Brook resident who is a website developer (in addition to other options). We should have a decision made by next HOA meeting.

Backflow System- A backflow system has been installed and the county has been notified.

**New Business**

Trees on TB Ct- Property owner was notified of trees obstructing traffic. She stated she will look at it and take care of it. Rosa Gutierrez provided an estimate from current landscaping company for the association to property owner via Next-door app.

Street Lights- Rosa Gutierrez contacted Jackson EMC to come and fix 7 street lights that were not working. All seven lights got fixed. Jackson EMC will not trim trees or tree branches covering lights.

Clean Up on TB Way and TB Ct- Rosa Gutierrez walked around the subdivision with owner of landscaping company providing services for the subdivision. He provided estimates for the different areas that require clean up. These areas are cul-de-sac on Twin Brook Ct, both sides by the creek on Twin Brook Way, trimming some trees covering part of street lights, mowing the gas pipe lines area on Twin Brook Ct and cleaning the site of a street light on 609-619 Rivulett Ct. Rosa Gutierrez will visit home owners/residents living by these areas to ask for permission to trim trees and inform them of the projects. The HOA in part will cover some expenses to clean up some areas; some areas are responsibility of home owners.

No Parking Signs- Due to safety concerns from residents parking on the street obstructing traffic, a petition will be called for the county to install “No Parking” on the street signs throughout the subdivision.

HOA Dues- Final notice will be sent out to all home owners who have a delinquent account. Final day to pay or set up payment plan will be June 30th.

Mailbox Guidelines Notices- These notices were sent to 2 properties that have a mailbox that does not meet the HAO requirements.

**Other**

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| --- | --- | --- | --- |
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A newsletter will be sent out informing residents and home owners of upcoming events.

A concern was brought up about residents not cleaning up after their dog(s), the newsletter will cover such concern.

A “No Soliciting” notice will be added to the marque at the front entrance.

**Adjournment**

The meeting was adjourned approximately at 9:16 pm. Next meeting will be July 27th, 2018.

HOA Meeting Attendance

June1st, 2018

(Highlighted names indicates they were present)