



## Twin Oaks Farm HOA

Meeting Minutes

April 15, 2014

Meeting start time: 7:33pm

Quorum met: Board attendees – J. Schoolcraft, B. Bell, M. Bilock, C. Fillinger, A. DeSantis, M. Blas

Additional attendees: Property Manager Sam Morrison, Dan Kessel, Antonio Herazo

Guest comments:

- American Pools rep Dan Kessel:
  - o available 24/7
  - o Recruiting native English speaking lifeguards with international lifeguards supplementing at the end of the summer to work around school schedules of current lifeguards. All international lifeguards must pass an English language proficiency test prior to employment.
  - o Lengthy list of lifeguard duties done weekly and signed by Sam Morrison.
  - o Board to meet lifeguards before pool opens in May as well as acclimate guards to our pool 2 weeks prior to opening.

**Motion to accept March 2014 meeting minutes: 1 C. Fillinger, 2 J Schoolcraft: APPROVED**

President's report:

- Newsletter posted to HOA website and Facebook

Treasurers' report:

- Nothing to report

Grounds report:

- Did the walk through with Neil from Palmer and Sam Morrison (GHA) last week. We walked the trails in the neighborhood.
- Here are some items that Palmer will be taking care of/providing estimates:
  - o Hanging limbs (widow makers) that could possibly impact the trails and residents on the trails.
  - o Mulching the playground. We will receive an estimate for this. We didn't mulch the playgrounds last year. The playgrounds do need to be re-mulched.
  - o Trail Management. If you go to the trail entrance by the pool hang a right and walk around the bend there is a section of trail that is extremely muddy on either side and generally has standing water. This is because the area before the drain pipe that goes under is littered and clogged with weeds. Asked Palmer to provide an estimate to reshape and lay river rock



- down for better soil conservation and drainage management as conditions continue to get worse there.
- Soil Conservation - On the back side of hill by the pool that is leading down to the trail. There is an area between the trail entrance and the trees on the hill that is shaded. Since it is mostly shaded grass isn't growing there and the solid is eroding and washing onto the trail. So Palmer will be providing us with an estimate on landscaping the shaded area with some Juniper to help with soil conservation.
- There is a fallen tree in a resident's yard so we will also be receiving an estimate for the removal of the tree.
- Also explained to Neil that if debris is generated in the "natural" area that it can remain there. Once it crosses the trail into HOA common ground property it MUST be removed. We also communicated to Neil that we would love for them to be proactive about sighting trees that need to be removed or any other issues that may arise since they are out there more often during the summer season.
- Picked up the items from "Keep Prince William Beautiful"; now have all the supplies to take care of the neighborhood clean up as well as the dumpster voucher. GHA needs to make arrangements with American for the dumpster. Per Sam Morrison, the order for the dumpster will go in on April 17<sup>th</sup>.
- Dawn Simpson requested access to pool for Girl Scout troop in return for a project they will do cleaning up the neighborhood. Will offer them the spring clean up day for their project and then access to the pool as requested.

#### ARC report:

- Will request that GHA send a letter to a resident for a structural modification for which an application has not been received as is the procedure for all such incidences.

#### Communication report:

- Added meeting minutes through March 2014 to website

#### Social Committee report:

- Ready for Easter egg hunt this weekend from 11am-1pm

#### Pool report:

- New pool rules to be distributed with newsletter

#### Management report:

- Met with American Pools rep this past Monday to walk through pool house and pool to discuss to-do list for maintenance and seasonal prep.
- Requested review of pool rules/application and annual meeting notice so that this information can be sent to all residents.

#### Old Business:



- Pool Renovation Update:
  - o GHA to provide list of all permits that will be needed for this project

New Business:

- None

**Motion to approve review pool rules: J Schoolcraft 1, A DeSantis 2: APPROVED**

**Motion to enter into executive session 8:39pm: J Schoolcraft 1, C Fillinger 2: APPROVED**

**Motion to exit out of executive session at 8:56pm: C Fillinger 1, J Schoolcraft 2: APPROVED**

**Motion to confirm no motions were made while in executive session: J Schoolcraft 1, C Fillinger 2: APPROVED**

**Motion to approve addendum to be added to ARC guidelines prohibiting the placement of signs of any kind in front of the community sign at the front of the community: J Schoolcraft 1, B Bell 2**

**Motion to adjourn meeting at 8:57pm: J Schoolcraft 1, A DeSantis 2: APPROVED**

**Next meeting will be May 20, 2014**