



Twin Oaks Farm HOA

Meeting Minutes
October 20, 2015

Meeting start time: 7:28pm

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

Additional attendees: Property Manager Brian Heisler, Andro Tomic-GHA Services, Steve Chapman, Candidate for Woodbridge District Supervisor, Mark Adams, resident

Motion to approve June 2015 meeting minutes: 1 C. Sharp, 2 A. DeSantis: APPROVED

Pool update

Andro Tomic, GHA Services, reported that GHA Services is awaiting some technical drawings to submit to PWC in response to feedback from county. They have engaged with another mechanical engineer to ensure that the project continues to move along. PWC has completed 2 courtesy reviews of the most recent materials and GHA Services is hopeful the remaining reviews will be complete very soon. GHA Services will continue to provide a written weekly report to Brian Heisler and the TOF Board.

President's report

TOF participation in the no trespassing program with PWC police is complete. Residents have been notified via mail and the recent quarterly newsletter.

Fall Clean Up Day is 10/24/2015.

Working to review sample building use documents from other communities in order to develop a draft proposal for TOF community room. Draft to be available after first of the year.

Treasurers' report:

- Fall Party expenses were within budget allowance.
- Draft budget for 2016 given to board for review and discussion. Final budget will be considered and adopted at November 2015 meeting.

Grounds report:

- Walk through with Neil from Palmer Landscaping was completed. Future task list established.
- Fall Clean Up scheduled for Saturday, October 24, 9am. Dumpster for resident use will be available Friday-Sunday.



ARC report:

- One new application outstanding. Should be completed within the next week.

Communication report:

- Email distro list for community seems to be working well.

Social Committee report:

- Good turnout for Fall party. Weather was a little chilly so they had some leftover drinks that will be used for Clean up day and future events.

Neighborhood Watch Committee report:

No report.

Pool report:

- High Sierra provided estimate for replacement pool covers for main pool and baby pool.
- Brian in communication with prior pool company reps to locate old covers.

Management report:

- Continuing to monitor pool project.
- Regular inspections of the community are done and property owners notified regarding any issues that need to be addressed.
- Will submit a work order with VDOT to request evaluation of the street parking at the entrance of the community. We receive regular complaints from residents regarding the difficult conditions that exist for cars entering the community with cars parked on Oak Farm Dr.

Old Business:

- None

New Business:

- None

Executive session:

Entered at 8:08pm **Motion: 1. C Sharp, 2. J. Schoolcraft: APPROVED**

Executive session concluded 8:18pm. **Motion: 1. C Sharp 2 J Schoolcraft: APPROVED**

No motions were made or approved while in executive session. 1 J. Schoolcraft, 2 C Sharp: APPROVED



Motion to approve requested waiver of late fees and interest for acct number 153623

1 J Schoolcraft, 2 C Sharp: APPROVED

**Motion to approve waiver of outstanding fees in the amount of \$10 or less 1 J. Schoolcraft 2 C. Sharp
APPROVED**

Waive fee for account number 168185

Waive fee for account number 113623

Motion to adjourn meeting at 8:43pm: 1 J Schoolcraft, 2 C Sharp: APPROVED

Next meeting will be November 17, 2015