

Trails West Homeowners Association, Inc.
BOARD OF DIRECTORS MEETING
2/22/22 7:00PM
Trails West Clubhouse
190 Shady Branch Trl. DeLand, FL 32724

MEETING MINUTES

Attendees: Geoff Birnie, President
Lamar Peterson, Vice President
Maxine House, Secretary
Meryl Baker, Treasurer
Margaret Oden, Director- Present via telephone
Bruce Erikson, Director
Ernest Peterson, Director
David Solar, Director
Matt Wimer, Director
Tiffany Smith, LCAM

Geoff Birnie called the meeting to order at 7:00pm

President's Report:

- New Signage posted at entrances

Treasurer's Report: Meryl Baker reported on the January Financials

Approval of the Meeting Minutes: Lamar motioned, Maxine seconded, to approve the minutes of the 1/18/22 meeting as written. Motion passed unanimously

Committee Reports/Architectural Review:

Architectural Review- Lamar reported on the ARC applications/approvals

Grounds-

- Lamar and Bruce reported on grounds.
- Bruce motioned, Geoff seconded to speak with McMasters about not planting annuals in January due to possibility of frost and dying plants. This motion was approved unanimously.
- Lamar is going to speak to McMasters regarding the Fall Cleanup.
- Larry Blackwelder is coming out to look at the trees and give proposal for what is needed.
- Bruce measured roads and cul- de- sacs, creating maps and comparing to the reserve study.
- Bruce would like to form committee for meeting with asphalt contractors and getting opinions.
- Bruce purchased hydrant reflectors; he was told by another Meryl Baker that the reflectors did not meet the requirements. He met with the fire inspector who told him they are compliant.

Security-

- Geoff gave a brief security update.
- Security pro monitors the security system
- Tom Rose helps out with monitoring also.

Social & Events-

- An update was given by a member of the social committee about the luncheon that was held. The next event is scheduled for March 10.
- Once things with the pandemic lets up, more events will be held.

Clubhouse-

- Danielle gave an update on the clubhouse rentals.

Management Report: Tiffany Smith reported on January's Managers Report

Unfinished Business:

- **Jeffrey Bermudez** – Jeff has blanket price for the association that covers basic maintenance, janitorial and misc. items. Geoff Birnie would like the Board to all be on the same page for this vendor. The subject was opened for discussion with the Board members. The Board would like Jeff to keep a log of his daily tasks, so they can gather information on what his monthly charge covers and what is and isn't needed. Geoff motioned to continue with the \$1900 umbrella charge for 60 days, with the requirement that he fills out a log with his daily tasks. Lamar seconded the motion and it was unanimously approved.
- **Security Process** – Covered in the security committee report.
- **Reconciling Financials Sooner** – Management will do their best to have the monthly financials completed earlier in the month.
- **Sub Association Contact information to Jan** – This was completed and placed in the Newsletter.
- **Approved Minutes and current agendas posted at the Clubhouse and on the website** – This is being completed monthly.
- **Yard Signs Announcing HOA Meetings** – Geoff has purchased and placed the signs.
- **Shuffleboard Pressure Washing invoices-** There was a brief discussion held, pine bluff owns the shuffle board courts and will be responsible for the cleaning.
- **Owner notification regarding unapproved structure-** This was completed.
- **TWAOA website & Meryls' Login-** Login was provided to Meryl to have access to update website.
- **TWLM Update-** No update has been received from the attorney.
- **Speed Bumps and Reflectors-** Update was given by Bruce on the reflectors, Lamar spoke about the speed bumps. Lamar made a motion to remove the speed bumps. The motion was seconded by Maxine. A vote was taken and 4 board members voted to approve removal and 4 board members Geoff Birnie, Bruce Erikson, David Solar and Matt Wimer voted to keep the speed bumps. The motion will be tabled until further information on material changes can be gathered from the attorney.
- **2022 Budget Review-** The Board discussed the 2022 budget; they would like to keep an

eye on line items to be sure money isn't spent outside of the Budget.

- **Reserve Study Review-** A discussion was held regarding updating the Reserve Study. Reserve advisors performed the study in 2020. Meryl motioned to have the Reserve Study updated. The motion was seconded by Geoff. The motion passed with Geoff, Lamar, Ernest, Dave, Matt, and Meryl agreeing. Bruce and Maxine opposed the motion.
- **1/18 owners forum follow up- Lowe's receipts, marking cleaned drains, McMasters Leaf blowing issue, parked cars on roadways, delinquent HOA Dues.** - Geoff discussed items from the Owners forum that were completed. Management and Geoff have access to the Lowes account, expenses are down to Zero. Drains will be marked as they are cleaned, McMasters will not blow leaves into the road or medians, The association will contract with a towing company so street parking can be enforced, management ran a report and compared the delinquent dues to the rental properties and they do not coincide with each other.

New Business

- **Violation Policy-** This has been tabled until the next meeting.
- **Pressure Washing-** There were 3 proposals given for pressure washing the curbing and medians throughout the community. Lamar motioned to approve the proposal from HPW, Geoff seconded the motion and it was unanimously approved.

Owners Forum:

Questions about who is responsible to pick up trash and loose limbs/debris.
Add expectations to the maintenance log. Monthly, quarterly, and annually.

Action Items:

- Reach out to Attorney to ask about removing/ placing speed bumps and material alteration changes.
- Look into new attorneys
- Irrigation inspection at back of community
- Annual flowers replacement

Adjournment: Lamar Peterson motioned; David Solar seconded, to adjourn the meeting at 8:56 p.m. Motion passed unanimously.