

**Trails West Homeowners Association, Inc.**  
**BOARD OF DIRECTORS MEETING**  
**5/16/2022 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  
Bruce Erikson, Director  
Ernest Peterson, Director  
David Solar, Director  
Matt Wimer, Director  
Tiffany Smith, LCAM  
Melissa Cooper, Community Representative

Geoff Birnie called the meeting to order at 7:02pm

**Treasurer's Report:** Meryl stated that we paid McMasters \$2,538 in March and \$4,318.75 in April and inquired about the disparity or if the monthly rate had increased. Tiffany stated that McMaster's costs run about \$4,000 monthly and are divided into five or six different pay categories based on service type.

**Approval of the Meeting Minutes:** Geoff motioned, Lamar seconded, to approve the minutes of the 4/18/2022 meeting as written. Motion passed unanimously

**Committee Reports/Architectural Review:**

**Architectural Review-** Geoff reported that everything is working as planned. Geoff advised there is an issue with the county approving a fence permit for a resident who has an approval from the ARC, because the survey shows the fence being installed on HOA common ground. Ernie volunteered to go to the county with the resident in an effort to help resolve the problem.

**Grounds-** Lamar reported on one island where leaves and debris had already been removed and that we had been made aware of another island where some work was needed. Lamar informed everyone about the tree work starting in the neighborhood on Wednesday, 5/18, and that the front entrance would be closed from 8:30 AM - 5:00 PM that day as a result. Tiffany is going to send an e-blast to all residents about the temporary closure and the need to use the entrance off 15A, and the Trailblazers are going to post signs at the front entrance announcing the closure.

**Security-** Geoff reported that the alarm system is currently down due to the storm last night. Tiffany reset the system during the meeting which brought the internet and alarm system back online. Geoff

advised the power issue causing the back cameras to be offline had been fixed by Jeff Bermudez at no charge to the HOA.

**Social & Events-** Margie welcomed owners to the Trailblazers luncheons. Margie reminded everyone about the Memorial Day event on 5/30 from 4:00 PM - 7:00 PM and encouraged all Board members to attend. The final planning meeting for that event will be on 5/23 at the clubhouse. Margie reported the Book Club would meet on 5/22 and every 2 months after that, and she said they are still working on scheduling crafts, Bunco, and water aerobics. The Trailblazers will post signs in the neighborhood announcing the Memorial Day event, and Margie requested that everyone RSVP so they could better plan for food. **David motioned for the HOA to approve up to \$500 for the Memorial Day event, Geoff seconded; Motion passed unanimously.** The Trailblazers will submit receipts to Tiffany for reimbursement.

**Clubhouse-** Geoff reported that the clubhouse reservation process is running smoothly.

**Management Report:** Tiffany Smith reported on April's Managers Report

#### **Unfinished Business:**

- **Drain Cleaning Project–** Geoff reported that Joni and Hal are working on creating maps in CAD that can be used to help with future drain projects. Bruce is also involved with the project and reported that he is marking all drains with numbers. Geoff thanked all of those involved for their efforts with this important project. Joni mentioned needing Plat 3 prints, and Meryl will send what she found for Plat 3 to Joni.
- **Safe Deposit Box –** Geoff reported that the first step is to update the Sunbiz records address. In order for Geoff to gain access to the Safe Deposit box, his address on Sunbiz should match his home address instead of Sentry's Address. Tiffany reported Sentry must have it in writing the address/name of who will be responsible, also that there is a charge to update/amend Sunbiz records.
- **Community Sign Repair/Replacement-** Geoff reported that all of the signs in the neighborhood had been inspected by Volusia Home Improvement and that his proposal for \$3,952.50 reflected all of the pressure washing, painting, repair and/or replacement that was currently necessary. The proposal was distributed to the Board for review. Geoff stated that Jeff Bermudez reinstalled the sign at Woodridge and Old Treeline that had been run over at no charge to the HOA.
- **4/18 Owners Forum Follow up – Silver Bow Sprinklers –** Geoff reported that the sprinkler leak was fixed by McMasters.

#### **New Business**

- **Updated Reserve Study –** Geoff reported that the updated reserve study was finished and had been distributed to all Board members recently. While the entire report is still being reviewed in detail, Geoff asked that Meryl provide a report of findings during the meeting. Meryl gave an overview of the updated reserve study, explaining that the recommendation from the company

who completed the study was to increase reserve funding beginning in 2023. This would be necessary in order to fund capital improvement projects in the community over time. The study suggested that annual master HOA dues per household would need to increase to \$1,327 from the current \$874 effective in 2023. This represents a total increase of \$453 per year or \$37.75 per month. The Board will continue reviewing the report's recommendation and will next discuss this topic at the June HOA meeting.

- **Violations Policy**– Tiffany asked for direction regarding how strict the violation policy should be. Tiffany will send list of violations for board to review for direction.
- **HOA Rules & Regulations Reminder Letter**- Bruce presented a condensed version of the Rules and Regulations for distribution to all owners. There was discussion about posting the final approved version to the website, emailing the document to all owners, and/or mailing a postcard type version to all owners.

**Owners Forum:** A resident asked about community access to Lake Mamie and offered to help build the dock. There was discussion about looking into the HOA common area off Old Treeline Trail before Black Willow Trail as a potential location for a community dock.

**Adjournment:** Lamar motioned; Geoff seconded, to adjourn the meeting at 8:30 p.m. Motion passed unanimously.