

Twin Creeks Homeowners Association

Board Meeting

December 21, 2020

Member Present: Wyatt Smith, Rod Coffee, Gregory Johnson and Charles Young

Absent: Chuck Spenser

Guest: Steve Follis representing Trent Management

Meeting called to order by Wyatt Smith, President at 2:00pm.

Wyatt re-stated that our attorney had sent a letter to Kirkpatrick Management dated December 18, 2020 terminating our contract. Due to the 60-day notice requirement the effective termination date will be February 16, 2021.

Steve with Trent Management presented their contract to the board for Wyatt's initials and signature. This contract has been reviewed and approved by our legal counsel. The board approved the contract effective today and Wyatt completed the process with his initials and signature in the appropriate places.

Trent Management will work with Kirkpatrick Management to affect a smooth transition and will send out the 2021 invoices with the proper attachments (i.e. budget, letter of introduction, homeowner statement, late fee information, collection procedures) and any additional pertinent information.

Steve did say that he would notify the board when he goes on vacation but he would still have access to email and text in the event an emergency arises.

The board will meet with Trent Management during the first quarter to assess the transition and discuss other procedures relating to the performance and expectations of the new management company.

Charles reminded everyone that he would be on leave and unavailable from January 1st through the end of April. Jason has agreed to take minutes during this period.

Meeting was adjourned at 3:30pm and the next meeting was TBD.

September 18, 2020

Members Present: Wyatt Smith, Rodney Coffee, Gregory Johnson, Chuck Spencer, Charles Young

Guest: Timothy Everhart (Kirkpatrick Management) and Jason Scheuer (prospective new board member)

Meeting was called to order by Wyatt Smith (President) at 5:08pm

Discussion was held regarding the budget ending on 8/31/2020

- Six neighbors account for about 70% of our delinquencies.
- Questions on the administrative expenses that was over budget:

Tim gave a detail explanation that was acceptable by all.

- Rodney explained the overage on website and domain and that he is keeping a watchful eye on this line item. He did catch an error that will be corrected.
- Common error maintenance was significantly over budget and the error was in posting a Pro Cut expense to the wrong GL account. This will be corrected and reflected in next month posting.
- Accounting Fees was over budget and was discovered the amount budgeted did not include the cost for an audit as it has in previous years. This was an oversight and the expense is correct. The budget amount will be corrected for 2021.

Suggestion was made to move rubbish removal and recycling to common area maintenance

Tim was going to follow up on the remaining expenses for 2020 to give us a better idea of our balance at year end. Our contract with Pro Cut calls for 26 cuts per season and Tim will confirm our number of cuts year to date to assist in balancing for year end.

Decision was made for the board to review the covenant violations and make a determination later if we want to proceed with legal protocols.

We will meet mid October to finalize a 2021 budget

A motion was made to appoint Jason Schauer to the board by Charles Young. A vote was taken and all approved the appointment.

Motion to adjourn was made by Rodney Coffee and seconded by Gregory Johnson at 6:40pm

TWIN CREEKS HOA MEETING 11/11/2020

MINUTES from Jason Scheuer

WYATT, JASON, GREGORY, ROD and CHARLES Present for the meeting with Steven Follis from Trent Management.

Discussion on what next steps would be to transition from Kirk Patrick Management over to Trent Management . Wyatt will check with the Attorney to see what the status of the letter informing KPM of the termination of the contract giving them sixty days notice. As soon as the final letter is approved by the board Steven will be copied on it as well so that he can initiate contact to start the transfer of documentation after we sign the contract hiring Trent Management. Since we do not know the official start date of the new contract that will be set once the letter reaches KPM. There will have to be a period of overlap on the contracts so that Steven will be able to start work on items like letters to homeowners and set up of bank accounts that need to be done as soon as possible. We have already filled out the paperwork need for Steven to start opening the bank accounts and has received the drivers license copies he needs for the bank application. Steven will get a list of current vendors from Tim at KPM. As of November we have signed a new contract for 2021 with Pro Cut for the mowing of common areas. ASAP does not have a new contract for 2021 yet. Steven asks that we do not duplicate communication from multiple board members to help simplify the process. Trent management will draft a letter announcing them as the new management company for Twin Creeks HOA that will include a message from Wyatt as well as information on how to pay the 2021 dues.

Wyatt will contact Tim at KPM again to figure out why we have not received the final approved budget for 2021 yet and what the status of mailing it out to homeowners is. It should have been mailed out by Nov. 1 2020 but that has not happened.

Other items discussed by the board

Chuck will move to an associate member of the board due to the Covid-19 pandemic as he will not be able to attend in person meetings very often. Jason Scheuer will assume the position of Vice President. We discussed putting a message about the new Trent management company and to direct the homeowners to make any future payments to Trent moving forward. This will have to wait until the official notification is made to KPM. It was also mentioned that Tim waited over two weeks to respond to the invoice from Jason Scheuer for work done and expenses. He stated that he could not open the document. Rod was either going to mail him a physical copy or pay it out from the reserve fund instead. February 2, 2021 at 1:30pm there will be a phone conference call with the case from the fair housing discrimination lawsuit. This was delayed because of the motion to dismiss on our behalf.

Jason Scheuer

Twin Creeks Homeowners Association

Board Meeting

October 26, 2020

Members Present: Wyatt Smith, Rodney Coffee, Gregory Johnson, Jason Scheuer and Charles Young

Member Absent: Chuck Spencer

Meeting was called to order by Wyatt Smith (President) at 5:05pm

The purpose of this meeting was to review the proposed budget, make any changes and ensure Kirkpatrick Management get it out to the homeowners on a timely basis.

We had all agreed to not increase dues for the coming year. We all felt the projected revenue for the upcoming year should reflect the number of homeowners times the annual dues (226 x \$461.00 = \$104,186). We scrubbed the proposed budget and made the necessary changes so that expenses equaled revenue. Any additional income received (i.e. late fees, court costs, past due dues) would be credited to the reserve fund account with notations rather than creating another account or line item.

Wyatt will send the revised budget to our representative at Kirkpatrick Management with instructions to send back to him for final review and then once approved out to the homeowners.

Charles suggested that Jason act as Secretary for the first quarter of the year due to Tax Season will occupy most of Charles's time and he may not be available to attend meetings. Jason accepted.

Meeting was adjourned at 6:40pm