

Twin Lakes Homeowners Association  
Board Meeting  
January 21, 2025

Board Members Present: Tim Walls, Craig Brown, Leslie Rose, Ray Faccenda, Tom Brunner and William Herbert

Excused Absence: Kathy Franklin and Greg Glazner

Homeowners' Present: Russ Fields, Tricia Arbogast, John Cree, Margo Cree, Merle Hawkins and Mike Holmes

Bell-Anderson and Associates: Gayle Duff

Meeting called to Order by Tom Brunner at 6:31 pm.

**Secretary's Report:** Motion by Ray Faccenda was proposed to approve the December 2025 Minutes as submitted. Second by Tom Brunner. Vote taken, no opposition. Motion passed; Minutes approved.

**Homeowner's Forum:**

Tricia Arbogast:

1. Would like to know more about the board's goals and plans for 2026.
2. Would like the board to explore the greater use of technology to better spread the word about board meetings to enhance community involvement. Zoom meeting availability of board meetings was specifically recommended.
3. Would like to know the percentage of homes that are used as rental units. The board response was about 10%. Tricia believes that 10% is not an accurate count.
4. Waste Management's recent customer questionnaire was noted.
5. Updating the format of the newsletter to enhance readability and community involvement was recommended.
6. Parking in front of mailboxes and other parking violations was noted. The board responded that in the past year 263 community parking violations were noted by security and reported to the "Eyes on Federal Way" app for potential FWPD involvement.
7. Asked for clarity on how rule violations are reported on rental homes. The board indicated notifications were sent to the property's owner.

Mike Holmes:

1. Rental units and the difficulty in limiting.

Russ Fields:

1. Indicated that monthly e-mail notification of board meetings should be explored so that community involvement is enhanced.
2. Asked for a status on the homeowner survey.

3. Rental units and the difficulty of limiting the same via a rule change were discussed.

**President's Report {Tom Brunner}: Moved directly to reports.**

**Treasurer's Report {Greg Glazner}:**

Greg was absent but he has begun the process of interviewing potential treasurer candidates.

**PM Report {Gayle Duff}:** The new state mandated dues delinquency letter to be sent to the homeowners has potentially alarming, required language referencing "foreclosure." The board voted unanimously to authorize the PM to send an explanatory e-mail to the membership.

**Committee Reports:**

**Security {Ray Faccenda}:** Provided a 2025 year-end update regarding the number of incidents recorded by security. 3,418 incidents were recorded in 2025. The top five categories of incidents by order of frequency were vacation checks; unpermitted pods, dumpsters, etc.; vehicle parking violations; handbook violations, and open garage door issues.

**ACC {Craig Brown}:** Submittals are slow at this time of year. Roof work requests are the most common.

**Esthetics {Craig Brown}:** No comments.

**Legal Affairs:** No comments.

**Communications:** No comments.

**Common Grounds:**

Location of the water turnoff valves in Ponce and Treasure Island need to be identified. Mike Holmes has the info and will share it with the board.

Ponce DeLeon:

a) Critical areas study is pending. A consultant has been retained to complete the analysis. We expect the completed analysis in the next few weeks.

Treasure Island:

a) Critical areas study on hold for Treasure Island  
b) Drain /Pump investigation. Options being considered

Misc:

- a) Geese. Spring issue. Gayle is working on obtaining a permit to oil eggs this Spring. Natasha will send a letter to the homeowners.
- b) Monument sign down at 340th and 42nd LP SW Unable to find a vendor, looking for a volunteer.
- c) Walkways reseal 2026. Patton will provide a bid. Pending
- d) ADA Accessibility Being considered. Pending matter
- e) Curbing in a Division 6 cul-de-sac was damaged by an unknown party. Two options were presented. The extruded curbing is less durable than option two, but the cost is less at \$2,600. The rolled curb option is more durable but also more costly at \$8,700. Tom proposed and Craig seconded a motion to vote on each of the options. The vote was one for the \$2,600 extruded curb replacement and six against that option. The vote for option 2 the \$8,700 rolled curb replacement was 6 for and one against. The motion passed and the \$8,700 rolled curb replacement was selected as the repair option.

### **Community Events**

Schedule for 2026 events:

- a) Spring Assessment May
- b) Work Party June
- c) Popsicles in the Park June Cally to plan.
- d) HOA Bar-B-Que July 11-26
- e) Garage Sale July
- f) Annual Meeting September 16-26
- g) Holiday Light Contest Judging

**Elections:** Discussion to recruit candidates for open positions and positions that will become vacant at the next annual meeting.

- a) Annual Meeting 9-16-26 @6:30 @TLG&CC
- b) Approved Budget at July BOD Meeting to 7-15-26
- c) Board interviews completed on 7-16-26.
- d) Mail Annual Notice by 8-14-26
- e) Expiring terms
  - Tom Brunner
  - Greg Glazner
  - Tim Walls

**Strategic Planning {William Herbert} :** William has survey drafted that he will share with the board for consideration.

**New Business:** None presented

**Old Business:** None presented.

**Executive Session:** Adjourned to Executive Session at 7:26 PM. Back in regular session 7:53 PM.

**Meeting adjourned at 7:53 PM.**

**Next Board Meeting:** February 18, 2026, at the HOA office 3420 SW 320<sup>th</sup> ST suite B-3