

Twin Lakes Homeowners Association
Board Meeting
May 20, 2026

Board Members Present: Tim Walls, Kathy Franklin, Craig Brown, Ray Faccenda, William Herbert and Donovan Barton

Excused Absence: Greg Glazner, Leslie Rose and Tom Brunner

Homeowners Present: Russ Field, Mike Holmes, Brenda Colbert, Sarah Skoterro, Dieter Beldi and George Harris

Bell-Anderson and Associates: Gayle Duff

Meeting called to Order by Craig Brown at 6:30 pm.

Secretary's Report: Motion by Ray Faccenda was proposed to approve the April 15, 2026, BOD meeting minutes as submitted. The motion was seconded by Craig Brown. A vote was taken. The April 15, 2026, BOD meeting minutes were approved unanimously.

Motion by Ray Faccenda was proposed to approve the April 15, 2026, budget meeting minutes as submitted. The motion was seconded by Donovan Barton. A vote was taken. The April 15, 2026, budget meeting minutes were approved unanimously.

Homeowner's Forum:

Russ Field:

1. Russ inquired about publishing executive session votes. The PM indicated that WA legislation enacted and effective 1-1-2027 now required that action.
2. Russ inquired about stump grinding references. The PM responded stumps must be removed or cut to ground level and landscaped so that they can not be seen from the street.

Mike Holmes:

1. Mike brought that the source of our park irrigation water needs clarification. The ongoing wetland surveys heightens the need for this inquiry.

Brenda Colbert:

1. Brenda appreciated the later date in May for the HOA's annual property survey.
2. Brenda expressed concern regarding the overuse of the swing located at Ponce. She described a recent encounter with someone overswinging.

George Torres:

1. George expressed concern regarding speeding on 39th and tree branches obscuring turns onto 320th in an area. The board responded that the Eyes on Federal way app

has proven to be a successful tool in getting the city's attention to local issues of traffic enforcement and maintenance.

Dieter Beldi:

1. Dieter lives on Lake Jeanne. He understands that Lake Jeanne is outside of the HOA's jurisdiction but inquired whether the HOA had a contact at the Twin Lakes Country Club who would be of assistance in turning on the lake's aerator. The PM with inquire with the country club's manager.

Sarah Skoterro:

1. Sarah inquired where residents can find board meeting minutes. The PM directed Sarah to the HOA's website.

President's Report {Craig Brown in Tom Brunner's absence}:

Craig Brown brought a motion to extend the HOA's office lease for the term of 3 years @ \$1,266 per month. Tim Walls seconded the motion. A vote was taken. The board voted unanimously to approve the lease extension.

Ray Faccenda brought a motion to accept the renewal terms of the HOA's insurance package and proceed with the policies renewal. Craig Brown seconded the motion. A vote was taken. The board voted unanimously to accept the renewal terms and renew the policy.

Vice President's Report {Craig Brown}:

1. Craig did a presentation to the board regarding cul-de-sac island curb options.
2. Craig brought to the board for future consideration as an option the removal of landscaped islands without lights of other utility infrastructure. Community input would be needed.
3. Craig continues to engage with the city of Federal Way regarding park construction and maintenance activities. The temporary barrier installed around the lake front perimeters in 2025 would likely trigger regulatory issues that makes the installation not feasible in 2026.

Craig Brown brought a motion to begin the investigation into shoreline native plant beautification at the lakefront perimeters at both Ponce and Treasure Island. Phase I of the project is anticipated to include the identification of landscape designers who can provide input and eventually a plant selection and installation plan. William Herbert seconded the motion. A vote was taken. The board voted unanimously to proceed.

Treasurer's Report {Donovan Barton}: No comments}:

1. No comments on April's financials.
2. **Donovan brought a motion to rollover an expiring \$42,000 CDAR. Craig Brown seconded the motion. A vote was taken. The board voted unanimously to rollover the \$42,000 CDAR.**

PM Report {Gayle Duff:

1. The Decatur HS walking classes conditional use of the walking trails at Ponce was discussed and approved.
2. Spring assessment is upcoming.
3. A handyman has been identified and will complete minor projects for the HOA on an as needed basis.

Committee Reports:

Security {Ray Faccenda}: Provided a broad recap of FWPD activity within the association in 2025. The May 7, 2026, homicide in Division 5 was discussed. The need for a replacement security vehicle in 2027 was discussed.

ACC {Craig Brown}: Craig indicated that a lakefront homeowner has inquired about the allowability of a wrought iron fence installed on the lakefront of their property. Craig has written a draft rule for the Board's consideration. The draft rule will be sent to the HOA's legal counsel for review.

Esthetics {Craig Brown}: No comments.

Legal Affairs: No comments.

Communications and Technology: No Comments.

Common Grounds:

Ponce DeLeon:

- a) Critical areas study has been completed, and a wetlands buffer has been established. The report was submitted to the city of Federal Way on 3-31-26 and a \$186 review fee was paid, and we are awaiting their input.
- b) Broken swing at Ponce will be repaired at a cost of \$1,500. Signage was discussed to caution against overswinging.

Craig Brown brought a motion to repair the broken swing at Ponce at a cost of \$1,500. Tim Walls seconded the motion. A vote occurred. The board voted unanimously to approve the motion.

Treasure Island:

- a) Critical areas study at Treasure Island is pending. The HOA's consultant visited TI on 5-19-26.
- b) Drain /Pump investigation. Options being considered

Misc:

- a) Geese. No board action planned at this time. The removal of the geese feces on the walkways will not be done in 2026.
- b) Walkways reseal 2026. Pending
- c) ADA Accessibility. Item will be removed from future agendas till the board is ready to act on the issue.

Community Events

Schedule for 2026 events: William Herbert will review the notices posted on the HOA's Facebook page for these events. Goal is to accentuate community involvement.

- a) Spring Assessment May 22-27
- b) Work Party June 6.
- c) Popsicles in the Park June Cally to plan.
- d) HOA Bar-B-Que July 11-2026
- e) Garage Sale July 24-25
- f) Annual Meeting September 16-2026
- g) Holiday Light Contest Judging December 18-21

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 discussed the potential for doing an additional membership survey and potential events to better connect with the membership. William is updating the HOA's Facebook page as needed.

New Business: No comments.

Old Business: None presented.

Executive Session: Adjourned to Executive Session at 7:49 PM. Back in regular session 8:30 PM.

A motion was proposed regarding the renewal of the security contract for 2026-2027. A vote took place. The Board voted unanimously to renew the Pierce County Security contract for 2026-2027.

Regarding a settlement proposal related to 03082. Contingent upon reinstallation of the fence in question so that the fence along the entirety of the section length in question is moved so that it is 36 inches in distance from the rear side of the fire hydrant. Upon the homeowner's satisfactory completion of this work the HOA will grant a permanent setback variance for the subject fence section, waive any fines and legal fees related to the fence setback issue. This will be considered a full and final resolution for all issues related to the fence setback issue. A vote was taken. The settlement proposal was unanimously approved by the board.

Regarding a settlement proposal related to 04023. The settlement would be conditional upon the home in question being 2026 Spring Assessment compliant, the payment of \$110 in hard costs to the HOA by the homeowner, and the HOA would agree to waive \$700 in late fees. A vote was taken. The board voted unanimously to approve the subject settlement proposal.

Regarding a OTBH related to 01012. An OTBH will be scheduled.

Meeting adjourned at 8:30 PM.

Next Board Meeting: June 17, 2026, at the HOA office 3420 SW 320th ST suite B-3