

TWIN LAKES

subdivision homeowners association, inc.
A Corporation Not-for Profit
BOARD MEETING MINUTES

Date: April 27, 2016 Time: 6:30 p.m. Location: 24209 Painter Dr.

- I. **Call to order:** Jim Clark called the meeting to order at 6:31 PM
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| <p>A. Directors present:</p> <ol style="list-style-type: none">1. President – Jim Clark2. Vice President – Joe Saladino3. Treasurer – John Pavka4. Patrick Kavanagh5. Kathy Clark6. Randy Cook7. Terry Henry | <p>B. Directors Absent:</p> <ol style="list-style-type: none">1. Secretary – Steve Fickett2. Josh Nickell <p>C. Residents present:
See sign in sheet</p> <p>D. West Coast Management Co.</p> <ol style="list-style-type: none">1. Camille Sanabria, LCAM |
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Joe Saladino made a **MOTION** to accept the Meeting Minutes from March 14, 2016 as presented. Patrick Kavanagh **seconded the MOTION**. **The Board approved unanimously.**

II. REPORTS

- A. Financial – John Pavka
1. John presented the board with Strongroom, an online payable lock box. (see information attached)
 2. John noted that the aged account report showed an improvement in collections from \$62,000 owed in 2012 to \$22,000 owed in 2015.
 3. John also noted that the Florida Statutes had changed to allow electronic voting that may be a benefit to help acquire the proper quorum for the annual meeting. To be discussed further!

Joe Saladino made a **MOTION** to move Twin Lakes payables to the Strongroom program. Randy Cook **seconded the MOTION**. **The Board approved unanimously.**

- B. Management – Camille Sanabria
1. Camille presented the aged owner report along with Attorney Mankin's legal services agreement with costs for collections. West Coast Management suggests Jim Clark and John Pavka attend an upcoming meeting introducing Alliance Collections on May 12. The Board agreed Jim and John should attend this informational meeting.
 2. It was determined that Camille would present the meeting minutes no more than 5 business days after the meeting to the board for review. The Board would then have no more than 7 business days to present corrections to Jim Clark who would then email the corrected minutes to Management and Board. Jim Clark will also prepare the agenda and email the agenda to Management and Board.
 3. Camille presented the Action Items report to the Board for review.

III. COMMITTEE REPORTS

- A. Architectural Committee – Kathy Clark/ Terry Henry, Debbie Allison, John Pavka
1. 1 Architectural Request has been approved for painting at 24322 Twin Lake.
 2. Presentation by Kathy Clark tabled to next meeting
- B. Landscaping Committee – Steve Fickett/Jim Clark
1. Tree removal and trimming completed
 2. Report by Steve Fickett tabled to next meeting

- C. Storm Water Drainage Maintenance Committee –Steve Fickett/ Jim Clark
 - 1. SWFWMD inspection is due by May of 2018.
 - 2. 24435 Painter - needs more investigation and review – report next meeting
 - 3. Retention Ponds 1-B and 2-F are in need of repair
Randy Cook made a **MOTION** to allow this SWD Maintenance Committee up to \$1250.00 to repair the retention ponds. Terry Henry **seconded the MOTION**. **The Board approved unanimously.**
- D. Inspections Committee – Kathy Clark, Kelly Cook, Joe Saladino
 - 1. May Curb Appeal winner is Paul Theriault, 2246 Tinder Court.
Joe Saladino made a **MOTION** to move forward with Hearing Panel for TL037, TL047, TL052, TL079, TL144 to be split and reviewed in two dates. Terry Henry **seconded the MOTION**. **The Board approved unanimously.**
- E. Paving Committee - John Pavka, Terry Henry
 - 1. Twin Lakes is 53rd on the list estimating a 1 year start time based on the progress of the list to date. (Approximately one position a week improvement). John Pavka suggests there may be a small to no cost levied against each property.
 - 2. Traffic calming was discussed and tabled until the next meeting
- F. By-Law Committee – Bonnie Axler, Kathy Clark
 - 1. Bonnie presented information known to the Board. The Board instructed Bonnie to prepare the top three amendments for the By-Laws to be reviewed at the next meeting.
- G. Annual Meeting Committee – Jim Clark
 - 1. Two speakers have been invited to the Annual Meeting to be held October 15, 2016. Commissioner Mike Moore and a representative from Pasco Sheriff's office.
 - 2. A garage sale has been scheduled for October 8, 2016
- H. Holiday Lights Committee – Jime Beazel, Patrick Kavangh - NO REPORT

IV. UNFINISHED BUSINESS

- A. Terra Bella/Twin Lakes property discussion –A fence can be erected at the sight – discussion tabled until the next meeting.
- B. Community Service Discussion – Tabled until the next meeting
- C. Reclaimed water update – John Pavka – no report

V. NEW BUSINESS

- A. Pool area lighting/electrical and entrance electrical –Jim Clark reported a panel had melted and needed to be replaced, this was considered an emergency and the work was completed for the cost of \$638.00. The lighting around the pool had to be replaced. The lighting was replaced with LED lighting for \$1,340.00. Due to some kind of power surge the entrance lights and the pool lights were knocked out. After calling Duke Energy to the site it was determined that surge protection was required. The entrance electrical was redone and surge protection was added for \$842.00. The Submerged light is not working, Jim to investigate.
- B. Swimming Pool Area upgrades: Tabled until the next meeting

VI. DATES TO REMEMBER:

- 1. **INSPECTION** - Wednesday May 18
- 2. **REGULAR MEETING** - Thursday May 19 6:30 P.M. AT 24209 PAINTER DR
- 3. **GARAGE SALE** – Saturday October 8, 2016
- 4. **ANNUAL MEETING** –Saturday October 15, 2016 9am registration 10am Call to order

VII. ADJOURNMENT - Meeting adjourned at 8:00 PM

Respectfully submitted, Camille Sanabria, LCAM