

# **Twin Lakes Owners Association**

## **Board of Directors Meeting Minutes: 3/21/2019 v.3 (approved 4/4/2019)**

PRESENT: Patrick Moctezuma, Chad Denby, Sue Lance, Jane Garton, Peggy Keens, Melanie Morris and James Hayslett

### **CALL TO ORDER: 7:00 pm**

**GUEST(S):** Francis Fiduk, looking to participate on the board. Barbara Rich (Lakes & Dams volunteer) Jean Weeks, visit.

**PROXIE(S):** None

**APPROVAL OF February 21, 2019 MINUTES:** Approved on March 28, 2019. Motion to approve made by all.

### **COMMITTEES:**

#### **FINANCE**

**TREASURER'S REPORT:** For reporting purposes, the SunTrust and Alliance accounts have been joined together and referred to as the "Operating account" (OPR)

1. OPR: \$58,728.94
2. RESERVE: \$88,070.91

It has been confirmed by APMS that we are currently billing 617 lots for HOA dues. This is generally what we were expecting, but having this final figure helps with future budget planning.

We hope to have the Mundie Excavating balance paid off before June. We owed them \$50,000 at the start of 2019 after paying off most of our balance due for 14 completed urgent culvert-related projects identified after heavy storms in June of 2018. We are paying Mundie \$10,000/month until paid in full.

Terry from APMS will try and set up a better budget reporting plan to match our new and improved breakdown of our budget to better track expenditures in our current state of operations.

A new collection policy has been adopted by the Board to address delinquent assessment balances. First, new liens and warrants-in-debt associated with delinquent HOA assessments will now be initiated quarterly instead of annually. This is currently being done just once per year, actually giving some accounts up to 23 months (potentially) before a lien was placed on a property. Second, in order to accelerate our collection tools, new liens will now be implemented after 6 months of delinquency, with warrants-in-debt implemented at 12 months, instead of 12 and 24 months respectively. The APMS practice of putting all delinquent debt (of that account) on these instruments at the time of implementation, shall be continued. Motion to approve made by Sue and seconded by Melanie.

It was decided to renew APMS contract with their requested \$300/month increase in rates to be offset by all of the money collected from the disclosure packets. This forfeits the \$100/packet the HOA was receiving from these packets, in exchange for the service rates not changing for the coming year. Motion made by Chad and seconded by Melanie and approved by all.

## **ROADS REPORT:**

Grading and graveling of the Aster Rd cul-de-sac has been completed now with the hopes that the road can remain reasonably traversable for the near future. This will hopefully hold us over until we can find the \$15,000 needed to properly pave that poor road. The Board will be monitoring the road regularly and will continue to grade the road as needed.

We are also keeping a check on the Gladiola Rd cul-de-sac, which is also in very poor shape with an approximate \$15,000 price tag.

A metal grate has been installed above a culvert inlet at end of W. Daffodil to help keep the culvert clear, and a dangerous hole blocked away from pedestrians. The grate can be easily removed for cleaning the culvert when necessary.

We recently had a ditch re-established along the side of East Daffodil Rd between Geranium and Goldenrod. This was done to divert water flow which was pushing toward the road and undercutting it. We have already had a paving company examine the area for repair as soon as we know if the water issues have been properly addressed.

We are waiting for quotes to do a similar V-ditch repair near Jonquil Rd on Morning Glory Turn. Water there is also eroding the road and will need to be diverted away from the road before we can repair the area.

We have also identified two other significant potholes that we will try to fill as soon as possible. These include one at the top of the hill on Morning Glory Rd just before the intersection with Morning Glory Turn, and the other is just at the bottom of the long hill on the back of Morning Glory Turn.

Finally, we are getting quotes to repair the guard rail on Morning Glory Turn, as well as to potentially install new railing around the hairpin turn of Morning Glory Road and potentially a sloped area near the entrance of West Daffodil. Alternatively we are seeking quotes for wooden post installation with reflectors in those same areas to provide some visual guides as a much more affordable option.

## **LAKES AND DAMS REPORT:**

**Dam #3** reconstruction work is now complete and all permits in place. Water levels have returned and the lake is now open to the public. The dam itself remains off-limits for the next few months to allow the grass to get established ("stabilization"). Chad will get proposal regarding a new gate installed at this lake to allow for far easier dam maintenance. Currently guard rail must be unbolted by two people and installed back each time. When gate is replaced it will be attached to concrete posts. We have a proposal in hand for \$2,100.

**Dam #2** Brock Construction is close to having the concrete footers in place to put in new risers. Silt issues were a bigger problem than anticipated. We are trying to see best course of action on having the silt moved into big "island" or hauled out to somewhere else. As for the vegetation, move into piles and burn which will require permits. Many options are still being considered.

Patrick is handling the renewal of the Dam #2 conditional Operating and Maintenance Certificate. We are applying for 2 years on this conditional certificate, to better space out our renewal applications for all O&M certs. This year, we will work towards a full certificate for Dam #3.

Peggy is finalizing the application to DCR for applying for the grant for engineering expenses.

**Dam #1** currently has a (full) O & M certificate. Renewal of certification now not due until 2022.

Barbara Rich gave a report on Quarter Creek from meeting she attended on 2/27/19, dealing with the recommendations on remediating impacted streams- the biggest issue for our waterways is erosion and sediment. It was decided they will recommend limitations on sediments. The next meeting is scheduled for April 17, 2019 for people living on streams and how it is affected. We will publicize that meeting and encourage stream-side homeowners to attend.

Beaver management status: Waiting for survey results on beaver locations and dams. We have removed 3 beavers and next we will proceed to have their dams destroyed.

#### **COMMUNICATIONS:**

The website had a total of about 250 visits in the last 30 days. 56 of those from Greene and 22 from Charlottesville.

Chad has recently completed work on a new Wordpress-based website that will allow other Board members to edit if desired. It also offers more direct access to most important information and allows the Board to manage certain processes easily and online. This website, which took over 80 hours to create to date and represents over a \$5,000 value, was 100% donated by Chad's website development company, Web Weaving & Consulting. A motion for approval to publish the new site the following week was made by Jane, seconded by Sue and approved by all.

#### **RULES & BYLAWS:**

Violations are still on the decrease in general as people realize that things are generally improving in Twin Lakes, and that we are now all being a bit more accountable. Our most common repeat violations include unkempt properties, trash cans being left on the road for weeks, and cars parking partly on the road for long periods of time. Our roads are extremely narrow and having cars and trash cans along the sides of the roads can create serious safety issues.

We are in the process of initiating two new rules with regard to proposed construction and or renovations. **One:** Any new home construction on an undeveloped lot with a stream running thru it will not be allowed to run any septic pipes to cross any streams which could be hazardous to our lakes if damage or breakage were to occur to these pipes; **Two:** A trash dumpster will be required to collect building debris and be in place at the construction site before any future construction or renovations begin.

#### **SPECIAL PROJECTS:**

Board members were asked to make a list of changes to update our board office.

#### **OLD BUSINESS:**

None

#### **NEW BUSINESS:**

None

**ADJOURNED: 9:15 pm**