

Twin Lakes Owners Association

Board of Directors Meeting Minutes: 1/24/2019

Final Version (Approved 1/30/2019)

PRESENT: Patrick Moctezuma, Chad Denby, Sue Lance, Jane Garton, James Hayslett, Melanie Morris, Peggy Keens and Paige Stough w/APMS

CALL TO ORDER: 7:00 pm

GUEST(S): None

PROXIE(S): None

Approval of new Board member, Peggy Keens, was unanimous.

Election of Officers: , President - Patrick Moctezuma; Vice-President - Chad Denby; Treasurer - Sue Lance and Secretary - Jane Garton. Approval was unanimous.

APPROVAL OF October 16, 2018 MINUTES: Motion to approve made by all.

COMMITTEES:

Membership Changes: The following are now the appointed Committee Chairs:

Patrick Moctezuma – Finance; Chad Denby – Roads; Jane Garton – Rules & Bylaws; Peggy Keens – Lakes & Dams; Patrick Moctezuma – Communications; Melanie Morris – Special Projects

FINANCE

TREASURER'S REPORT: The SunTrust and Alliance accounts have been joined together and referred to as the "Operating account" (OPR)

1. OPR: \$ 87,570.45
2. RESERVE: \$123,687.24

2018 assessment receivables matched our projections (and budget) almost exactly. We also brought in over \$20K in non-assessment revenue in 2018.

It was voted that \$40K would be transferred to the Reserve account, from surplus 2018 funds. Motion to approve by Chad and seconded by Peggy and approved by all.

There is some question over the exact number of lots being invoiced quarterly... APMS does not agree with Greene. The county has 601 lots registered for Twin Lakes and APMS shows us billing 617 lots as this affects our financial report. Bad debts that can be written off are also being reviewed, as is the general policy of writing off bad debt.

Patrick is preparing year-end financial reporting for Alliance Bank, as required by our loan agreement. Only 1/3 of the Construction Line funds have been withdrawn so far, due to the weather related delays in the construction projects.

LEGAL:

New liens are in the process of being filed as we find these to be very effective in getting a response from homeowners with outstanding dues.

We have reviewed with our legal counsel on the required order and timing of the use of our legal collection tools: liens and warrants-in-debt. We have much greater flexibility on the use of these, allowing use to become more aggressive in our collection efforts. A meeting with APMS is being set up regarding these procedures and other matters, including an alternate contract proposal offered by APMS (up for renewal at the end of April).

ROADS REPORT:

We were very pleased that recent snow removal was handled in a thorough, informed, and timely manner. While it would have done no good to be applied before the big storm, sand and salt were put down after the snow ended in order to help with re-freeze.

We have completed 14 of the 15 culvert planned culvert repairs started in June to the total of approximately \$225k. We still have 1 culvert we need to replace on Carnation Rd, just down from the intersection of Azalea. The cost for this will be approximately \$41k. We also took a stop-gap approach to a culvert on Jonquil Road that will eventually need to be replaced at a cost of \$45k. Finally, there are 2 other newly identified culverts that will either need significant cleaning and fortification, or complete replacement.

At this time we do not have any road paving planned for 2019 as the funds within the Reserve Fund must be conservatively utilized until the dam repair work is complete. This prompted a 2nd round of pothole repairs, which were completed early this year. Plus we have already pre-spent the planned 2019 Reserve Fund contribution towards road paving to pay off the balance of the \$225k spent on culvert repairs in 2018. We truly hope to have money to pave a tiny bit later this year, or repair one more culvert, but several things need to be solidified before that can be determined.

There are several small projects in the works right now such as the installation of a culvert grate at entrance of West Daffodil and the clean out of a culvert on East Daffodil that someone dumped a lot of cut branches onto. We are working with a \$30k 2019 budget for all roads-related projects this year including snow plowing, pothole repairs, tree removal, sign replacement and other minor tasks. To date we have used between \$5k and \$10k on plowing for the two big storms that have hit this winter.

We have been billed \$1,500 extra from Mundie Construction due to requested additional work on behalf of Mountain Lakes Water. Mountain Lakes mistakenly assumed there was a water line running in the vicinity of the big Morning Glory Road culvert replacement we completed in September. This resulted in Mountain Lakes Water demanding that Mundie Construction spend most of a day hand-shoveling a huge area that could have ultimately been excavated in a tiny fraction of the time with the heavy equipment in the area. As it turned out, there was no water pipe in the area, and for this reason, a motion was made to bill Mountain Lakes Water for this added, avoidable expense created by poor record-keeping. Motion made by Sue Lance and seconded by Melanie Morris and approved by all.

LAKES AND DAMS REPORT:

Dam #3 repair is only about 2 weeks left on repairs. Conditional O&M permit renewal was approved.

Dam #2 repair is now in progress and equipment is being mobilized. Brock Construction has estimated that implementation of the Erosion & Sediment control plan will cost an additional \$72,000. Patrick has called Dan Ratzlaff from Greene to come out and review this plan and we hope that we can come up with changes to get the estimated cost reduced. When the project is further underway, Patrick will work with Brock to generate a proposal for the clearing of the lake bed.

We still need proposals for beaver management. There are several dams that need to be destroyed and to eliminate the beavers.

COMMUNICATIONS:

We hope to have a newsletter ready for publication by the end of February. We would like to include a blurb regarding road damage, a notice to alert homeowners regarding the rules and bylaws. Changes have been made and we find that there are still some homeowners which do not abide by these rules, especially pertaining to bringing in sheds, building fences, etc. We want to include the GCR article published in the newspaper.

Website traffic is up 47% for 2018 from 2017. Down about 40% by viewers outside of the Charlottesville area.

RULES & BYLAWS:

Inspections were done on 1/19/2019. Chad will be updating the current list of violations, past and new and general trends. Violations continue to gradually decrease.

Lot S-32 was discussed, where we believe construction may be planned again (was rejected by TLOA in past years) to send septic sewage over a stream bed (feeding into Lake #3). Rules & Bylaws will consider a rule banning septic pipes crossing streams to reach the drain field.

Patrick asked the Rules & Bylaws Committee to consider sorting all one-time violations into two categories: those that are fined immediately (30 days after notification letter to that effect), and those that receive three warnings first. Apparently, the violation of building without ARB approval is already being handled as an immediate fine by APMS.

Lot S7 never acquired ARB approval thereby violating the rules, so we have a motion to send a letter and fining them a one-time fine for that, as well as an ongoing fine (with a \$900 maximum penalty) for violation of the Architectural rules (roofline).

Motion made by Melanie Morris and seconded by Jane Garton and approved by all.

SPECIAL PROJECTS:

None

OLD BUSINESS:

Standardizing house number signs. To be discussed at next meeting.

NEW BUSINESS:

None

ADJOURNED: 10:00 pm