

1 **Twin Shores Beach & Marina, Inc.**
2 **Board of Directors' Meeting**
3 **January 20, 2016**
4 **Immediately following the Reconvened Annual Meeting**
5 **Twin Shores Clubhouse**
6

7 **Public Expression:**

8 John Brewer: Rules and Regulations: Individual Board members should support the rules and
9 regulations and exceptions should only be made by the Board as a group.

10 Parking: the person in charge of the parking should be onsite at least 6 months out of the year
11 and preferably for 12 months. Renters should not be allowed to rent an additional parking space as it is
12 prohibited in the rules & regulations.

13
14 Victoria VanMeier: A reporter called to discuss any concerns that we had as a result of the recent
15 storm.

16 A lady from Gulf Shores stated that a member of the community represented us well at the
17 town hall meeting with FPL regarding the power lines.

18
19 A Moment of Silence was held for Rich Wierengo.

20
21 **CALL MEETING TO ORDER:**

22 Steve Koerner called the meeting to order at 9:19 AM.

23
24 **CONFIRMATION OF QUORUM:**

25 Roll Call: Bob Martin. A quorum was established with all Directors present. Also present was Property
26 Manager, Shane Raniere, of Progressive Community Management, Inc. (PCM).

27
28 **PROOF OF NOTICE:**

29 The notice of the meeting was posted in accordance with the Governing Documents of the Association and
30 requirements of Florida Statute 719.

31
32 **APPROVAL OF MINUTES:**

33 Reading of the Minutes: Motion by Mandy Brewer, second by Steve Koerner to waive the reading of
34 the minutes of the November 2015 Board Meeting.

35
36 Mandy Brewer requested that the minutes reflect that the Board of Directors voted to approve the
37 Clubhouse refurbishment project at a duly called Board Meeting.

38 **Motion** by Nancy Cornuke & second by Mark Thomas to approve the minutes of the November 2015
39 Board Meeting as amended. ***Motion passed, unanimously.***

40
41 **COMMITTEE REPORTS:**

42 Treasurer's Report: Mandy Brewer: See attached.

43
44 Correspondence: Robert Martin: None

45
46 Maintenance Report: Pat Novi: See attached. Discussion was had by the Board.

47
48 Parking Report: Joan Fulchino: See attached.

49
50 PCM Report: Shane Raniere: I have begun walking through the community reviewing units for work
51 to be done. This year we will be sending out these notices as the units are reviewed as opposed to

52 waiting until all have been reviewed prior to sending them.

53
54 Rental Committee: Penny Koerner: Thanked everyone who responded to the survey that was recently
55 sent out. See attached report. Penny spoke about several of the survey results. Discussion was had.

56
57 Financial: Fred Huber: No Report. We will be meeting in February to start working on the Budget.

58
59 Infrastructure: John Balerna: No Report. We will be meeting soon to discuss the future projects of
60 paving the street and drainage.

61
62 Fining Committee: Penny Koerner: None

63
64 Beautification: Nancy Martin: See attached. A discussion was had by the Board.

65
66 Storage: Nancy Martin: See attached

67
68 Marina: Mark Thomas: We are currently rented at 50% of available slips. See attached. A discussion
69 was had regarding boat slip rentals.

70
71 Social: Joan Fulchino: See attached. A comment was made on the success of the meet & greet event.
72 A discussion was had about possibly releasing the social events calendar earlier on in the season.

73
74 **OLD BUSINESS:**

75 Palm Trees (where to plant): At the November Board Meeting the Board approved the planting of the
76 palm trees. The vendor that will be installing the palm trees has requested a letter absolving him of
77 responsibility for any damage to the sea wall that may come in the future as a result of said plantings.
78 A discussion was had. We will be supplying the requested letter.

79
80 Finger Docks (replace pilings or leave as is): We have received a bid in excess of \$50k to replace all
81 the pilings and finger docks. We will review this at a future time as the Marina committee
82 recommends that we do not replace them at this time.

83
84 Boathouses (estimated cost to remove): We have reviewed the process of removing the Boat Houses
85 as well as the permitting requirements. A discussion was had. We went out for 4 quotes for their
86 removal. Two companies declined to bid. Of the other two companies, Duncan Seawall quoted \$15k
87 per boathouse. Custom Dock & Davit quoted \$16k for the removal of both. A discussion was had
88 regarding these quotes and another that was obtained by John Balerna. **Motion** by Steve Koerner &
89 second by Nancy Cornuke to approve Mark Thomas to spend up to \$16K for the removal of the Boat
90 Docks. Discussion. **Motion passed, unanimously.**

91
92 Unit 20 Issues (rule violations): Steve Koerner spoke with the attorney regarding the letter that was
93 received by the owner. We have filed a lien on the property. At that point, we have the option to file
94 for foreclosure on the unit. A discussion was had by the Board.
95 Motion by Steve Koerner was seconded by Nancy Cornuke to proceed with the foreclosure process on
96 Unit 20 provided the cost does not exceed \$7,500. **Motion passed, unanimously.**

97
98 **NEW BUSINESS:**

99 Board Approval – rentals and sales: See attached.

100
101 Board Approval – work to be done by shareholders: Unit # 38 wants to install a digital antenna
102 on his roof. **Motion** by Steve Koerner & second by Bob Martin to approve the installation of the

103 antenna as requested by the unit owner. Discussion was had. ***Motion passed, unanimously.***

104
105 Estimate to replace stairs to storage units: We are in the process of obtaining bids.

106
107 Date change for March Board Meeting: An owner requested that we change the meeting date
108 from 3.16.16 to 3.15.16. **Motion** by Bob Martin & second by Nancy Cornuke to make the requested
109 change of the Board Meeting dte. ***Motion passed, unanimously.***

110
111 Changes to rental application & purchase / sale application form: The Board discussed the
112 proposed changes. On the rental application form we propose to add the word 'non-refundable' before
113 the words "application fee". There were several minor changes requested to the sales application to
114 update it with the most current information for the community. **Motion** by Mandy Brewer & second
115 by Steve Koerner to approve the recommended changes. ***Motion passed, unanimously.***

116
117 We currently have 60 shareholders who have consented to receive the minutes via email. Fourteen
118 (14) additional owners have provided us with emails but have not consented to receive information
119 electronically.

120
121 **Motion** by Mandy Brewer & second by Nancy Cornuke to purchase an additional sump pump for the
122 property not to exceed \$650. Discussion was had. ***Motion passed, unanimously.***

123
124 **FOR THE GOOD AND THE WELFARE OF THE COMMUNITY:**

125 John Brewer: Town Hall Meeting to bury the electrical lines. He took a moment to discuss the topics
126 of the meeting and how he spoke to the commission on our behalf. A discussion was had by the
127 shareholders.

128
129 Laurie Thomas: Wanted to know the status of the laundry room.

130 A Board Member stated that we are obtaining bids for the windows and have asked the
131 machine vendor to thoroughly review each machine for effectiveness.

132
133 We are having a garage sale on Saturday, January 23, 2016.

134
135 Linda Huber: The statute dictates that we must have the same rules for the renters as we have for the
136 owners.

137
138 Vickie VanMeier: Whoever has taken the brooms from the garage area, please return them.

139 If an owner has an extra parking spot and doesn't need it, they should give up the spot.

140 The rental packets should be sent out earlier this year.

141 The offseason sees many violations of the parks rules. Owners should be held accountable for
142 the actions of their renters.

143
144 Kaye Brininger: We need to have a volunteer for the park in emergency weather/event situations.

145
146 Longboat Key's hazardous waste pick up is this Saturday, January 23rd.

147
148 **ADJOURNMENT:**

149 There being no further business to come before the Board, a **motion** was made by Bob Martin and seconded by
150 Steve Koerner to adjourn. ***Motion passed. Unanimously.*** Meeting adjourned at 11:20 AM.

151
152 Respectfully submitted,

153 Shane Raniere, CMCA, AMS, Progressive Community Management, Inc.

TWIN SHORES BEACH AND MARINA, INC

MONTHLY TREASURER'S REPORT

Date of Accounts: January 20, 2016

Operating account:_____	\$	\$164,755.13
Money Market_____	\$	\$102,321.42
Petty Cash_____	\$	\$ 582.60
Special Assessment_____	\$	\$ 1,713.11

TOTAL CASH ON HAND.....\$269,372.26

Villas Reserve Account :\$21,567.21

Note Due to Association on sale of #21 as of 12/31/15..... ..\$53,541.48

1. As of December 31,2015 there is \$1,618 past due in HO's fees, Special Assessment, Late Fees and Administrative fees from 1 Shareholder. In addition, the January quarterly payment of \$558 will be added to this amount. This amount is being pursued by legal methods.

2.The Shareholders who paid after the October pay off of the Special Assessment have had all prepayments returned.

3. The remaining amount in the special assessment account is \$1,713.11 and it is requested that it be put in the Money Market account so that the special assessment account can be closed.

3. Rentals will not be approval if Shareholder fees are not current. Company charges an administrative fee of \$10 per bill. In addition, late fees are \$25.

4. I would like to recommend all Committees needing funding for future projects preplan and notify the Finance Committee by the end of January 2016. These projects can then be considered for the budget for 2016-17. Budget will be worked on in Feb. 2016.

Mandy Brewer, Treasurer, Twin Shores Beach and Marina, Inc.

January 20, 2016

Maint. Report

Over the past two months several items have been purchased.

1. A new two yard dumpster
2. A heavy pump to replace a pump on the south side of Twin Shores. We should purchase another pump for backup. Suggestion

During the past two ~~months~~ months, a goodly number of rules and regulations have not been addressed: ~~and added too~~

1. Double parking on side streets or not parking in assigned space.
2. Not signing the registration book coming into the park or when leaving. This is a Florida State Law.

3. Overloading dumpster. Please, do not overload. It attracts rats and other wild life. Possum etc, 5 possum trapped this past week

4. The speed limit in Twin Shores is 10 miles per hour. Do not abuse this safety feature.

5. The laundry room will be cleaned up with new screens & possibly new machines

Do

Make sure the dumpster lids close

Park in assigned spot

Sign in & out in the registration book. Florida State Law

Speed limit in our community is 10 miles per hour for all types of vehicles

Respectfully
Submitted

M. Patricia Novi - Director

Respectfully Submitted
M. Patricia Novi
Board Member

Shane

From: Martin Robert <robertmartintwinshores@gmail.com>
 To: Joan Fulchino <joanfulchino@yahoo.com>, pat novi <patnovi75@gmail.com>, Mark thomas <markt@dakotacom.net>, nancy cornuke <ncornuke@yahoo.com>, Mandy Brewer <mandybrewer40@gmail.com>, Linda Huber <fnlhuber@gmail.com>, johnpatton@aol.com
 Cc: Shane Raniere <SRaniere@pcmfia.com>, Martin Robert <robertmartintwinshores@gmail.com>, "Steve & Penny Koerner" <colobikenut@msn.com>
 Content-Type: multipart/alternative; boundary=001a11c2f2dae06dfb0529b07b40
 [Quoted text hidden]

Joan Fulchino <joanfulchino@yahoo.com>
 Reply-To: Joan Fulchino <joanfulchino@yahoo.com>
 To: Martin Robert <robertmartintwinshores@gmail.com>

Tue, Jan 19, 2016 at 10:18 AM

Social Committee Report: I would like to take this opportunity to thank Vickie and her committee on all the work that was done on the clubhouse. the \$2000.00 we contributed was well spent,

The social calendar is pretty full thru March but we can always use some new ideas. All the activities are posted on the Web site thanks to Steve, plus check on the bulletin board.

Our Meet & Greet Brunch was a great success & I hope all the up coming events will have the same participation.

[Quoted text hidden]

Joan Fulchino <joanfulchino@yahoo.com>
 Reply-To: Joan Fulchino <joanfulchino@yahoo.com>
 To: Martin Robert <robertmartintwinshores@gmail.com>

Tue, Jan 19, 2016 at 10:28 AM

Parking Report Jan 20.2016

Parking as usual is a big problem here @ Twin Shores. I have a few proposals for the rules & reg. committee that I will discuss at the next work shop.

I have three shareholders on my waiting list for an extra spot and at the moment I do not have any available.

I will try to have the numbers for your car to you this week. Please place them on you windshield so they will be visible.

Please contact me if you plan to loan or change you parking spot . I will need this in writing.

Thanks again for you help'

Respectfully

Joan Fulchino

On Tuesday, January 19, 2016 9:14 AM, Martin Robert <robertmartintwinshores@gmail.com> wrote:

[Quoted text hidden]

RENTAL COMMITTEE REPORT

2015 Survey Results

The Rental Committee (RC), as you know, prepared and distributed a survey in September, 2015 to all of the then current owners in Twin Shores. Surveys were mailed to the addresses on file for each owner. A few were returned as undeliverable but that number was small and by my estimate the survey reached 90 plus owners. The response was far beyond what one could normally expect for a survey. We received 65 responses. That says a couple of things.

First, our owners were pleased for the opportunity to be heard and second that the issues addressed in the survey were important to them. Their responses are included in full in the Survey Report attached to this report to the Board. Please take time to review these responses. They are generally quite thoughtful and in all cases instructive.

Having carefully reviewed the survey results, the RC has concluded that most owners see the ability to rent as a positive and, overwhelmingly, that it has a positive effect on values. Owner experiences with renters has also been overwhelmingly positive (51 to 2). The responding owners do acknowledge issues with rentals that need to be addressed, but there was no howl and cry to eliminate rentals with only a couple of responses suggesting such draconian measures. In addition, only a few owners even suggested limitations on rentals. Instead, most owners' suggestions were directed at the specific problems identified by owners in connection with rentals. Ironically, the issues identified and the solutions suggested were consistent with prior RC findings and corrective efforts.

Specifically, owners were concerned about lack of participation in Park governance by owners who spend little or no time here, one of the biggest concerns the RC has had. They also expressed concern over renters who do not follow or are unaware of rules in the park (i.e. number of guests, quiet time, recycling requirements, etc.) and upkeep issues with "absentee" owners as some referred to them.

In addition, owners also expressed opinions on some "hot button" issues we've identified through the survey: 1) perceived unfairness in the way parking is handled with respect to owners/renters with two cars; 2) upgrades to the Park, with emphasis on the Laundry room, but also identifying the desire for a pool, kayak launch, boat houses, repaving roads and an exercise facility; 3) investigate the feasibility of an on-site manager to handle some of the enforcement issues; and 4) more flexibility with respect to unit loans during the off season (54 to 2 in favor)

Based on the insights gleaned from the survey results, the RC makes the following recommendations:

1. Leave rentals as they are and instead address the issues identified as the significant problems by reviewing and tightening up the rental application form; using the RC, and perhaps the Social Committee, to make sure each renter has a packet ("Welcome Packet") with R&R and other pertinent Park information and that such information is kept in each rental for future tenants; continued vigorous enforcement of HOA rights as to violations of the rules by owners and the HOA's rights to require proper maintenance of units that are rented; and assigning someone to check to be sure all renters have properly signed in as required by law.
2. Have a professional review of the parking in the Park to assure that the maximum available parking has been identified.
3. Have the RC come up with recommendations regarding increased flexibility for loans of units keeping in mind the competing interest of making sure we retain our residential feel.
4. Have the RC become a standing committee with responsibility for Welcome Packets and contacting owners regarding the importance of participation in the annual meeting, either in person or by proxy.
5. Review the feasibility of an on-site manager.
6. Revisit addition of amenities such as a pool, kayak launch and exercise facility after current priorities have been satisfied and move the Laundry room up on the priorities list.

Finally, the RC will be happy to make copies of the Survey Report available to owners upon request. It's simply too extensive to make copies for everyone. We also want to thank everyone who participated in the survey. The input was invaluable.

BOARD MEETING

JANUARY 20, 2016

MARINA REPORT

- DOCK LOADING

Presently the Marina is 50% full

Marina advertising has generated 3 inquiries with no promising prospects

Historically slip rental is contracted annually. I am entertaining monthly rentals to generate revenue

- DOCK MAINTENANCE

Replace lights on north side sea wall

Built new hand rail and mounted repaired two hand rails

Installed new 4/4 post supports on North sea wall " old bases have corroded and have subsequently been over taken by gravity

- FINGER DOCKS

Bob Martin and I are both in agreement that the finger docks are robust and are not in need of repair ~

For future budget replace all pilings and replace all docks \$56,436.00 ~

- BOAT HOUSES

Bob Martin and I met with, Steve Schield, Longboat Key Planing, Zoning, Building discussing removal of two boat houses. Our concern was Twinshores would need a grand plan prior to commencement of work. Schield assured us we would be able to undertake this project in stages

1. Remove the two houses
2. Decide the best direction to improve the property.

Four businesses have been contacted for demolition

1. Wood Dock and Seawall.

A. No quote on demolition. Would like to bid on improvements

2. Duncan Seawall Dock & Boat Lift

A. \$15,000.00 for each house

B. Seawall repair \$450.00 per for single wall, \$650.00 per foot double wall

C. Construct decking maximum size 50 sq ft \$40.00 per sq foot

3. MEA ENGINEERS, INC

A. No quote

B. States Twinshores needs permits from State (FDEP), Fed (ACOS), and US Fish & Wildlife

4. Custom Dock & Davit ,Inc

A. Price to remove and haul two boat houses off property \$15,995.00

B. Price includes cat walks down the east / west seawalls where houses were anchored



Beautification-Storage1 message

Robert/Nancy Martin <

Tue, Jan 19, 2016 at 5:48 PM

To: Bob/Nancy <

The Beautification Comm. will be buying and planting the flowers at the end of the week or next week depending on the weather. The Beautification Comm. would like to propose that the villa owners care for their own gardens. We would ask the board to agree to placing permanent matching stones instead of mulch and have our landscaping crew trim and water the vegetation. Matching stones should also be placed around the new palm trees on the South side. Overall, this would save money and be less care for all.

Storage- We currently have no storage lockers for rent. Three people are on the waiting list. Storage lockers are \$100.00 yearly and \$50.00 for small ones which currently are rented. Thanks, Nancy Martin, Comm. chairman

Board Approval – Rental & Sales

Rental:

Already Approved

1. Unit #7 Boley/Smentowski to Linda Crow Jan. 1, 2016 – Feb. 29, 2016
2. Unit #21 Ross to James L. & Ruth Lewis Peachey Jan. 1, 2016 – March 31, 2016
3. Unit #38 Restuccia to Frank & Lorraine Mazzoni Jan. 1, 2016 – April 30, 2016
4. Unit #52 Cohen/Rufo to Stephen Richer Jan. 2, 2016 – April 1, 2016
5. Unit #57 Skora to Don & Linda McKay Feb. 1, 2016 – March 31, 2016
6. Unit #73 Bender to Larry Conti Jan. 15, 2016 – March 31, 2016
7. Unit #84 Furniss to Lee & Marlene Saylor Jan. 1, 2016 – March 31, 2016
8. Unit #104 Gustafson to George & Pat Carpenter Feb. 1, 2016 – April 30, 2016
9. Unit #114 to Elizabeth M. Kuhn Jan. 1, 2016 – March 31, 2016
10. Unit #118 Chapin to Frank R. & Carolyn L. Bartlett Jan. 1, 2016 – March 31, 2016
11. Unit #122 Cornuke to Andrew Bers & Beth Gaston Jn. 1, 2016 – Dec. 31, 2016
Stipulation : 2nd. Car will remain parked in the spot in front of the office and not in the driveway of the unit

Loans:

Sales:

Already Approved

1. Unit #38 Dearwester to John & Karen Restuccia
Interview – Dec. 4, 2015 Approved Closed Dec. 23, 2015

Transfer:

Work to be Done by Shareholder:

Already Approved

NOTICE--NOTICE--NOTICE

ELECTRONIC ITEMS MUST NOT BE PLACED IN THE DUMPSTERS OR IN THE SCRAP METAL AREA(next to the yard debris dumpster). THIS INCLUDES ITEMS SUCH AS MICROWAVES,VCRS,TVS, DVD PLAYERS, DVRS, MODEMS,AC UNITS,ETC. DO NOT PLACE ANY OF THESE ITEMS IN THE AREA DESIGNATED FOR SCRAP METAL OR IN THE DUMPSTERS.THESE ITEMS MUST BE SCHEDULED FOR PICK INDEPENDENT OF OUR REGULAR SCHEDULED PICK UP AND THERE IS A CHARGE FOR THIS SERVICE.