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Twin Shores Beach & Marina Inc.
Board of Directors Meeting
April 15, 2015 at 9:00 AM
Twin Shores Recreation Hall

Public Expression:

John Brewer: Spoke in favor of the plans for the clubhouse renovations.

Vickie Vanmeier: Also spoke in favor of the clubhouse renovations and asked that the Board consider investing more money into the project to renovate things that are currently being considered. She also suggested that the proceeds from the sale of unit 21 be applied towards amenities for the park.

Jim Boltz: Discussed creating a vision for the Park in relation to the clubhouse. He shared with the audience a concept drawing of the clubhouse.

Call to Order: Steve Koerner Called the meeting to order at 9:05am

Roll Call: Robert Martin: Present in person were Steve Koerner, Bob Martin, Mercy (Mandy) Brewer, Pat Novi, Mark Thomas, Joan Fulchino, and Nancy Cornuke. Also present was Shane Raniere representing Progressive Community Management.

Reading of Minutes: A *motion* made by Robert Martin and seconded by Pat Novi to waive the reading of the minutes from the March 2015 Board Meeting. All members present voted in favor. *Motion Passed Unanimously.*

Approval of Minutes: A *motion* by Mandy Brewer and seconded by Pat Novi to approve the March 2015 Board Meeting Minutes. All members present voted in favor. *Motion Passed Unanimously.*

Treasurer's Report: Mandy Brewer, Treasurer: See Attached.
A discussion was had by the Board.

Correspondence: Robert Martin: Read a letter from an owner wishing to apply restrictions to the size/type of vehicles allowed to be parked here or to assign two parking spots in the center of the park for larger vehicles.

Maintenance Report: Pat Novi: See Attached. A discussion was had regarding the laundry room roof. Pat read the new proposal for the laundry room roof. A motion by Steve Koerner, 2nd by Mandy Brewer to approve the bid by Shewski roofing for approximately \$2,500 understanding that there may be some additional work needed bringing the total up to \$3,100. All members present voted in favor. *Motion Passed Unanimously.*

Parking Report: Joan Fulchino: See Attached.

Progressive Community Management Report: Shane Raniere: We are getting good responses from the 'work to be done' letters. Many shareholders have completed the work and several more have notified me of their plans to take corrective action. As a result of the 'special order' of the special assessment, many of the auto payments were inadvertently cancelled. The bank has stated that they will restart the auto-drafts in May for sure and can hopefully they can re-establish the auto-drafts for April.

53 **Committee Reports:**

- 54 • **Finance:** Fred Huber: See attached.

- 55
56 • **Infrastructure:** Phil Wyss. See attached. The 1st section of the current project went
57 better than expected. John Balerna: Thanked the Board for their efforts. We have a
58 problem with the fireplace in the clubhouse. We have a bid from an engineer to
59 inspect the fireplace and the west end of the north villas for \$500.00

- 60
61 • **Fining Committee:** Penny Koerner: None

- 62
63 • **Rental:** Penny Koerner: None

- 64
65 • **Beautification :** Nancy Martin: See attached. We will be obtaining bids to get two
66 palm trees for the new paver area by the south side sea wall to match the trees at the
67 north side.

- 68
69 • **Storage:** Nancy Martin: See attached

- 70
71 • **Marina:** Mark Thomas: See attached. A discussion was had by the Board. PCM will
72 send out delinquency letters to the owners who are late with their Boat Dock
73 Assessments.

74 We have put an ad on Craigslist for the vacant marina slips.

75 We have a quote for refurbishing some of the finger piers for \$300/dock x10 docks for a
76 total of \$3,000.

77 A discussion was had by the Board.

78 **Motion** by Pat Novi and seconded by Mandy Brewer to approve the \$3,000 for the
79 refurbishing contingent upon approval of the work after one finger pier was
80 refurbished for \$300.00. All members present voted in favor. **Motion Passed**
81 **Unanimously.**

- 82
83 • **Social committee:** Joan Fulchino: See attached.

84
85 **Old Business:**

86 Unit 20 Number of occupants: Greg Hardy, the shareholders son spoke about the
87 situation. There will now only be two occupants living in the unit.

88
89 Kayak float: A discussion was had regarding the kayak float proposals. Mark Thomas
90 motioned, 2nd by Steve Koerner to approve a kayak dock installed in our marina for
91 \$4,500 plus the cost of the Longboat Key permitting fees. A discussion was had by the
92 Board. In favor, Steve Koerner, Mark Thomas. Opposed: Joan Fulchino, Pat Novi,
93 Robert Martin, Mandy Brewer & Nancy Cornuke. **Motion failed**

94
95 **New Business:**

- 96 • Board Approval - rental and sales: See attached. **Motion** by Pat Novi and seconded
97 by Mandy Brewer to approve all on the list. All members present voted in favor.
98 **Motion Passed Unanimously.**

- 99
100 • Board Approval - work to be done by shareholders: See attached and Unit 27. A
101 discussion was had. **Motion** by Bob Martin and seconded by Steve Koerner to
102 approve. All members present voted in favor. **Motion Passed Unanimously.**

- 103 • Directory board at office: Nancy Cornuke: we have obtained a bid of \$500 plus the
104 cost of letters/numbers to replace the existing directory board with a new, larger one
105 that is waterproof. **Motion** by Mandy Brewer and seconded by Joan Fulchino to
106 approve the new directory board with a cost not to exceed \$700. Discussion was had.
107 All members present voted in favor. **Motion Passed Unanimously.**
108
- 109 • Maintenance Building cleanup issue: The maintenance building is not being cleaned
110 after it is being used. Discussion was had.
111
- 112 • Boathouses: We had Duncan Sea Wall come out and look at our boat houses. They
113 recommended that we hire a marine structural engineer to determine the condition of the
114 boat houses and the sea walls underneath to understand what we are dealing with. A
115 discussion was had.
116 We will obtain a bid from a marine structural engineer to look at the boathouses and
117 bring this to the Board. We will also look into the possibility of obtaining funds from the
118 historical society to help with the repair of the boathouses.
119
- 120 • Control 10 MPH speed limit: This is a continual problem. We are looking at our
121 options, including new signage and/or speed bumps to help reduce the speed of the
122 through traffic. A discussion was had by the Board.
123
- 124 • Ratify work to be done by plumber: **Motion** by Steve Koerner and seconded by
125 Robert Martin to ratify the approval of the \$10,750 bid for the next phase of the
126 plumbing project. All members present voted in favor. **Motion Passed**
127 **Unanimously.**
128
- 129 • Sink hole next to Beach Harbor: Beach Harbor obtained a quote for sea wall repairs
130 from Duncan Seawall to both our sea wall and the beach harbor sea wall in order to
131 stop the leaking that is currently happening for \$960.00. Beach Harbor requested that
132 we split the cost 50/50. There may be additional costs depending on what they find
133 during the repair process. A discussion was had by the Board. Vickie Vanmeier
134 spoke about the history of this issue as she knows it. **Motion** by Steve Koerner and
135 seconded by Mark Thomas to pay for half of the \$960 quote after the work is finished
136 and nothing more regardless of final cost of the project. All members present voted
137 in favor. **Motion Passed Unanimously.**
138
- 139 • Video exam of water lines: A representative for Specialized Plumbing Technologies was
140 present to speak about the possibility of videoing the potable water lines to get a better
141 understanding of what we are dealing with similar to what we did with the sewer lines. A
142 discussion was had.
143
- 144 • Unit 21 sale: The Board approved a counter offer for the purchase of unit 21. This
145 counter offer includes the buyer paying all closing costs. We are still awaiting an
146 estimate of said costs. A discussion was had by the Board.
147

148 **For the good and welfare of the community:**

- 149 • Charles Craig: A few years ago a few owners did a deep clean of the maintenance
150 building. Since then, owners have volunteered to clean it. He requested that the locks be
151 changed as we can not determine who is using the room and is not cleaning it up. A
152 discussion was had.

- 153 • Gary Bruce: South Boathouse: The storm a few years ago lifted the northwest corner of
154 the boathouse. This needs to be strapped down.
- 155 • Gary Bruce: Spoke about the kayak float proposals
- 156 • Gary Bruce: Last year the Board approved the installation of a fence behind the Lantry
157 unit. This project has not yet been done but is still an approved project.
- 158 • Nancy Martin: There appears to be a missing ladder in the marina area.
- 159 • Barbara Manning: Would like to have a kayak but will not buy one until a kayak float is
160 approved.
- 161 • Kenny Horton: Thanked Mark for all his work with the marina projects this year.
- 162 • Kenny Horton: Requested to raise the height of the stoves by six inches for a cost of
163 around \$50.
- 164 • Anne Dolan: Believed that she remembered that the fire department told us that if we
165 installed speed bumps, they would not come down our road.
- 166 • Mark Thomas: Longboat Key has a hazardous waste day coming up on April 18th.
- 167 • Jim Boltz: Recommended that a stop sign be installed in the middle of the park near the
168 shuffleboard courts.
- 169 • Vickie Vanmeier: Expressed disappointment that the clubhouse floor was not an agenda
170 item.
- 171 • Anne Dolan: Suggested that we include the old shuffleboard discs in the hazardous waste
172 drop off. They are located in unit 78.
- 173 • Elaine Rufener: Unit 78 is missing and/or has broken blinds in the windows. They
174 should be replaced.
- 175 • Mandy Brewer: Suggested that we try to buy the kayak ramp that they are getting rid of,
176 as a temporary solution until we can buy the one we want.
- 177 • Joan Fulchino: Barbara stated that she was willing to donate funds for the purchase of a
178 kayak ramp. We should see if owners are willing to donate funds towards the purchase
179 of a ramp.
- 180 • Fred Huber: We still have the stop sign that was taken down in the park.
- 181 • Amy Parker: Wanted to know what is going to happen to the area where the palm tree
182 was removed on the south side of the clubhouse. It will be paved over.
- 183 • John Brewer: Stated that the kayak ramp is an amenity for the park and not just those
184 who own or would own a kayak.
- 185 • **Motion** by Mandy Brewer and seconded by Mark Thomas to reopen the kayak ramp vote.
186 In favor: Mark Thomas, Mandy Brewer, Steve Koerner & Pat Novi. Opposed, Nancy
187 Cornuke, Robert Martin and Joan Fulchino. **Motion passed.**
- 188 • A discussion was had regarding the finances of the park in relation to the available funds
189 for all of the projects that are necessary to be done in the park.
- 190 • **Motion** by Steve Koerner and seconded by Mark Thomas to approve the kayak proposal
191 of \$4,500 plus the Longboat Key permitting fees. In favor: Steve Koerner, Mandy
192 Brewer & Mark Thomas. Opposed. Joan Fulchino, Pat Novi, Robert Martin & Nancy
193 Cornuke. **Motion failed.**
- 194 • John Balerna: took a moment to thank the infrastructure committee for there hard work.

195
196 **Adjournment:** A *motion* was made and seconded to adjourn. **Motion passed**
197 **unanimously.** Adjourned 11:32 am

198
199 **Meeting reconvened:** 11:39 am

200 Approval to start the camera work for the potable water: The quote was for \$1,850 per
201 day plus the cost of the plumber. \$1,250 for a half of a day. A discussion was had by
202 the Board. **Motion** by Mandy Brewer and seconded by Robert Martin to authorize John

203 Balerna to spend \$7,500 for the videoing of the water lines. Further discussion was had.
204 All members present voted in favor. *Motion Passed Unanimously.*

205
206 **Adjournment:** A *motion* was made and seconded to adjourn. *Motion passed unanimously.*
207 Adjourned 12:10pm

208
209 Respectfully submitted by:

210
211 Shane Ranieri

TWIN SHORES BEACH AND MARINA, INC

MONTHLY TREASURER'S REPORT

Date of Accounts: April 14, 2015

Operating account:_____ \$	\$150,858.70
Money Market_____ \$	\$ 90,744.53
Petty Cash_____ \$	\$ 409.15
Special Assessment_____ \$	\$ 23,184.17
TOTAL CASH ON HAND.....	\$265,196.55

Loan Balance on Special Assessment as of April 14.....\$78,386.50

Villas Reserve Account :\$ 17,185.15

1. As of April 14, 2015 there is \$4,883 past due in HO's fees, Special Assessment, Late Fees and Administrative fees from 26 Shareholders. All coupon books were sent out or distributed on March 23rd. Some could have been delayed in being received which could have held up some payments. Otherwise, the bank may not have tabulated all income as all dues were due last Friday April 10th. Many people have been indicated late who never have been late, therefore I believe it is a banking or posting error. No late fees will be assessed if payments are in by the 17th. If all people used electronic or bill pay, payments would not be late.

2. Many people have prepaid on their special assessment. There is a total prepayment of \$16,521.48 which includes remaining quarter of Homeowners dues and prepaid special assessment. An additional monthly payment to the special assessment loan will be paid this month. Since \$10,110.25 is due on the 5th of each month we need to keep a reserve to cover the prepayments. It is still estimated that the last payment on the special assessment will be the October, 2015 payment. Do NOT make any prepayments past this date.

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. A number of projects may be completed over the summer months and we will remain diligent in watching payments according to our budget on these projects.

5. Tower Hill Insurance has had an inspector review our entire property for liability. A list of repairs has been given to Maintenance and need to be addressed in the next 30 days. Most are minor except for Marina decks and supports and laundry room roof. We are requesting a revisit to review some of his findings.

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

6. There is a hazardous pick up on Longboat key on April 18th . See bulletin Board

7. Insurance: See letter that within 30 days we must take care of various problems mentioned in their report. New agent for Key Agency...Kandie Fogo

Report from Tower Hill Insurance- general liability

1. Steps, wood siding on the right 2nd story, cracks on the right side of building, and roofs on maintenance building and laundry room be repaired to insure safe conditions.

2. Laundry room roof be fixed

3. a . Recommended that the walkways by the 4 villas building containing apt.110,

b. the area close to dock 19

c. Corner walkway by the clubhouse be repaired so that it is smooth and even.

d. Tree in middle of south clubhouse needs to be fixed (Done and need picture)

4. It is recommended that the rotted decking planks be repaired as well as the filings that are missing and or deteriorated which support the decks to insure safe conditions.

See pictures of their findings.

These are all to be addressed in next 30 days...Who will take care of this as we are all leaving???

April 15, '15
Maintenance Report

1. The paving project at the south side of the boat house has been completed. The pavers matches the pavers in front of the north Villa's. A job well done.
2. We have received a bid to remove 2 layers of old roofing on the laundry roof and replace it with polyglass Polyflex.
3. Minor electrical issues will be taken of.
4. River stone & mulch has been spread thru out the community at needed places.
5. Two palm trees will be purchased to be planted in areas south of the south boat house.
6. Car Bumpers. Most bumpers need painted & numbered. We have a bid of \$13.⁰⁰ per to be scrapped, clean around the area & renumber each one, the same \$ as is now.

M Patricia Novi
Maint.

Parking Report

Meeting 4/15/15

Glad to report everything seems to be going OK. Have received contracts back for the extra spots which are good till March 31, 2016

I have two people on the waiting list & only one spot up front which I'm holding. I feel no one needs an extra spot unless you have 2 cars & are here @ least 3-4 months of the season. We just do not ^{have} available extra spots.

Pat Now got a bid to paint & stencil bumpers this summer. If there is any change or number wrong on your bumper please notify Pat immediately.

Stickers will be distributed w/ number next season.

If you lose out your spot please notify me either in writing or E-mail. for my records.

Thank you for your cooperation
Respectfully

Jean Fulcher

FINANCE COMMITTEE REPORT

April 15, 2015

The 2015 Budget for Twin Shores Beach & Marina, Inc. was approved at the organizational meeting of the new directors following the Annual Meeting on March 21, 2015.

The Finance Committee currently has 3 members, Kaye Brininger, Janet Delande and Fred Huber. Mandy Brewer, Treasurer of the Board of Directors, is the Board's liaison to the committee. If anyone else is interested in serving on this committee, please contact the Board of Directors.

The Finance Committee will continue to monitor the monthly income and expenditures to see that they are within the framework of the 2015 budget.

Fred Huber, acting chair 

Handwritten mark

BEAUTIFICATION

Hope everyone has a good season. See you next season. If anyone has suggestions or would like to join the committee, we would appreciate the help again. Thanks everyone. Nancy Martin

STORAGE

All storage lockers are rented with two people on the waiting list. Total income is 1900 dollars. I would like to include on next years contract that people renting and not using their lockers will not be renewed as there is demand for the lockers.

Thanks, Nancy Martin

SHANE

Twinshores Beach and Marina
Board Meeting
Dock Report
April 15, 2015

Dock Rental

11 slips have paid
1 slip extended for 2 months
1 slip extended for 1 month
1 slip took boat elsewhere
2 share holders unpaid
2 non share holders unpaid

Kayak Float

Original kayak float proposal
5x8 float with ladder
\$2700.00 with ladder and installed

-New proposal
8x12 slip kayak dock with ladder
\$4550.00 installed

Refinish finger Docks

Propose to pressure wash finger docks
Replace boards as needed
Use "Deck Renew" paint to refinish docks, fascia boards and handrails
Telephone quote 300.00 per Dock

Boathouse

Duncan Seawall Friday 4/10/15 was on sight to review condition of south boathouse
Found seawalls and structure in need of total rebuild
Duncan Seawall recommendation is retain a Marina Structural Engineer to analyze the structure and viability of repair Rube Clarson 727-895-4717
Recommend obtaining a report from an engineer but do not invest funds into repair at this time

Craigslist

Add placed on Craigslist 4/14/15 advertising for boat slip rental

Social Committee Report
Meeting 4/15/15

Treasury =

I would like to thank everybody for their participation and those who hosted this seasons events. Special thanks to Nancy for a great dinner @ the Garry Lobster last night. It was a great turnout.

Hopefully next season we will have some new ideas. We are going to have a Meet + Greet Brunch on Sat Jan 9, 2016 to kick off the season. If you have any ideas you can contact me @ Joan Fulchino@Yahoo.Com.

Over the summer Vickie has been allotted from the social money not to exceed \$2000.⁰⁰ for repairing wood that was damaged by water & painting the clubhouse. Color swatches are displayed on bulletin board.

Everybody have a healthy
and fun summer.

See you next season

Respectfully
Joan

Note: Our bingo skirt has been
installed & ^{it looks wonderful} we are hoping to
play bingo 2 nights next season

Board Approval – Rental & Sales

Rental:

1. #10 Daughton to Margaret Whelan June 1, 2015 – June 30, 2015
Application is complete; the \$100 application fee has been paid and she will have 1 rental car. Margaret is 67.
2. #87 Hegmann to Barbara Dus Jan. 15, 2016 – April 15, 2016
Application is complete. There is no fee due as this is a renewal. Her photo ID is on file.

Already Approved

1. #3 Murphy to John & Carla Ogburn Oct. 31, 2014 – June 1, 2015
Application is now approved. All fees have been paid.
2. #11 Secor to Ray & Sally Dawson Jan. 1, 2016 – March 31, 2016
3. #32 Kellow to Jerry & Annette Fleming May 25, 2015 – Aug. 31, 2015
4. #42 Collier to Howard & Janet Thompson Dec. 1, 2015 – May 1, 2016
5. #77 Kaufman to Sam & Marion Sybesma Jan. 1, 2016 – July 15, 2016
6. #89 Seitz to James Polito & Frances Maccarrone May 1, 2015 – May 1, 2016
7. #108 Bergin to Thomas B. & Kathleen M. White extension of rental period
Sept. 4, 2014 – March 30, 2016
8. #112 Brandlein to Mark Hogan from Dec. 1, 2014 extended to no later than July 31, 2015
9. #118 Chapin to Betsy Falls Jan. 15, 2015 – Jan. 15, 2016

Loans:

1. #32 Kellow to Bill Tow's brother & sister-in-law, Fred & Karen Tow April 8, 2015 – April 12, 2015

Sales:

Already Approved

Work to be Done by Shareholder:

1. #39 Koerner
Request permission to repaint Unit if needed. The area that was repainted with the original color as requested by management is darker and the entire unit may need painted to match.
2. #45 Boltz/Rios
Request permission to install a new storage shed approx. 6x8 ft. It will replace the current shed. The material will be the same 2x4 construction with outside vertical panels and a 36 in. door. A diagram is included.
3. #48 Lane/Hankins
Request permission to install a fence 6 ft. high by 18 ft. in length extending from the edge of the unit westward to the road. The lower part of the fence is solid with the upper 18 in. lattice style.
4. #123 Cornuke
Request permission to install a fence behind the unit. A diagram was submitted.

Linda

#27 - RUFENER/LEE

REQUEST PERMISSION TO REFRAME DOOR
OF OUR WASHER/DRYER SHED TO ENABLE
DOOR TO CLOSE

Ernie Rufener

4-15-15