

Twin Harbors Property Owners Association, Inc.  
Board of Directors Meeting  
July 8, 2017

**Directors Present:**

Paul Laverty, Steve Eckert, Debbi Roberts, Michael Farr, Don Wolf, Rick Garlock, and B. Milton (Chip) Choate

**Directors Absent:**

Joseph Polizzi

**Guests Present:**

Hazen Fanjoy, Nanette Fanjoy, Barbara Dickens, Don Uptegraph, Sandra Jaynes, Fred Whitley, and Debbie Tanner

**Paul Laverty, President,** called the meeting to order at 9:01 am.

Paul asked the board to review the Minutes for the June 10, 2017 board meeting. Don Wolf made a motion to approve the minutes for June 10, 2017. The motion was seconded and approved.

**Treasurer's Report:**

Treasurer Debbi Roberts reported the cash bank balances as of end of June, 2017.

Account	Balance
THPOA - Regular Checking	\$60,888.07
THPOA - Special Assessment Checking	30,888.79
THPOA - Petty Cash	15.40
Total Available THPOA Cash Balance	\$91,792.26
Road Deposits	1,000.00
Donations for Pool Fund	2,347.38
Special Pool Account	6,460.00
<b>TOTAL BANK BALANCE</b>	<b>\$101,599.64</b>

The board reviewed the balance sheet for the ten (10) months ending June 30, 2017, the income statement for the ten (10) months ending June 30, 2017, the income

statement for the month of June 2017, and the statement of cash flow statement for the ten (10) months ending June 30, 2017.

Chip Choate made a motion to approve the Treasurer's Report, the motion was seconded and approved.

**Open Forum:**

No one appeared in Open Forum.

**Correspondence:**

Chip Choate reported two letters had been received from Mrs. Rosemary Covalt, a Twin Harbors property owner, in the month of June 2017. One letter was addressed to The Twin Harbors Property Owners Association and the second letter was addressed to THPOA Neighborhood Committee (sic). Copies of both letters are attached to these minutes (July 8, 2017) and become a part of these minutes.

The two (2) letters from the Twin Harbors property owner provided copies to her attorney; therefore, it was necessary for THPOA to engage our attorney to prepare and issue a response to the property owner. A copy of the letter whereby our attorney responded to the Twin Harbors property owner is attached to these minutes (July 8, 2017) and becomes a part of these minutes.

**Complaints:**

Steve Eckert reported no complaint letters were issued in the month of May 2017.

**Building Permits:**

Michael Farr reported there were no permit requests received in the month of May 2017.

**Field Maintenance Activities:**

Michael Farr reported the association tractor was utilized in the month of May 2017 for cutting a portion of subdivision right of way. All tractor maintenance is current.

**Pool Report:**

Paul Lavefty and Steve Eckert reported that the swimming pool continues to receive heavy use. Backyard Oasis is maintaining their weekly cleaning and maintenance schedule. Pump #3 has developed a leak and will be examined by Backyard Oasis to determine the repair requirements.

**Other Business:**

Rick Garlock and Don Wolf initiated a discussion on cleaning and marking the association storage yard. Rick and Don indicated their investigation concludes that there are forty-two (42) spaces available for renting. Association records are not clear as to who has rented which space. Rules for renting spaces need to be updated and a formal rental agreement needs to be initiated. Rick and Don will prepare a report and present to the board at the next board meeting. In addition, rental fees will be reviewed and recommendations received for increasing the rental fee.

Paul Laverty initiated a discussion of the Twin Harbors Architectural Permit. The primary topic under consideration was damage to the roads by heavily laden cement trucks. Fred Whitley, a Twin Harbors property owner entered the discussion. Mr. Whitley is currently having a home built on Lakefront Drive and part of the construction process involves the delivery of cement for the slab. Mr. Whitley and his contractor toured the Twin Harbors roads where damage was reported and Mr. Whitley is of the opinion that it is not possible to determine if his cement trucks caused the damage to the roads. Also neither he nor his contractor received specific instruction as to the route delivery trucks should take. GPS advises delivery trucks to take entrance #1 which takes the delivery trucks to the wrong entrance. Mr. Whitley wants to be a good neighbor in the Twin Harbors community and gave the association a \$500.00 donation for road maintenance and repair.

Paul Laverty and Steve Eckert initiated a discussion regarding the issue of placing and/or installing signs on property within Twin Harbors. The primary topic centered on No Trespassing Signs. Paul recommended that purple markers be utilized as opposed to No Trespassing Signs. Steve will tour the neighborhood and make a list of properties with No Trespassing Signs so that letters may be sent.

Debbi Roberts initiated a discussion of the THPOA Budget for the Fiscal Year Beginning September 1, 2017 and ending August 31, 2018. The budget discussion was deferred until the August board meeting.

Paul Laverty and Steve Eckert reported that camera security signs have been installed at the clubhouse/swimming pool area.

Paul Laverty initiated a discussion on the issue of purchasing and installing two (2) new basketball backboards on the playing court. Chip Choate made a motion to approve the purchase of two basketball backboards up to a total of \$1,000. The motion was seconded and approved.

Michael Farr initiated a discussion on the issue of installing a wooden floor on a portion of the new storage building. Paul Laverty made a motion to approve up to \$450.00 for supplies and material to construct a wooden floor. The motion was seconded and approved.

Chip Choate reported the keyless lock system has been purchased. The system will utilize a fob for entrance. A new entrance gate will be required and has been ordered from Billy Hendrix. The frame has been installed.

Debbi Roberts deferred consideration of collecting a fee for reporting association fee information to title companies. This issue will be discussed at the August board meeting.

Chip Choate reported that new signage has been installed at the main boat ramp. At today's board meeting, several suggestions were received to modify wording on the signage. The board will review the suggestions.

Paul Laverty and Hazen Fanjoy reported that the final cameras have been installed at the clubhouse/swimming pool area. Now the whole area is covered by security cameras 24/7.

Chip Choate reported on the upcoming voting for board members. To date five (5) property owners have filed as candidates. The last date and time to file is Friday August 11, 2017 at 5:00pm. A ballot listing all of the candidates will be mailed to property owners on September 1st. The ballot must be signed by the property owner and received by THPOA by 4:30pm on Tuesday, October 17th. All ballots will be retrieved by our vote tabulator, counted by the vote tabulator, and the results of the voting will be presented at the annual meeting.

Paul Laverty made the following announcements.

DATE	EVENT
Friday, August 11, 2017	Last day to register as a candidate for the October 2017 election for the Twin Harbors board. Contact Chip Choate 281-685-3920 or <a href="mailto:mchoate@z-bizfirst.com">mchoate@z-bizfirst.com</a> .

DATE	EVENT
Friday, August 11, 2017	Twin Harbors August Board Meeting will be held at 9:00am at the clubhouse. Everyone is invited to attend.
Friday, September 1, 2017	Maintenance Fee Billing Statements will be mailed to Twin Harbors Property Owners. Concurrently, also mailed to property owners will be Special Assessment Ballots and Ballots for voting for Board Member.
Saturday, September 9, 2017	September 2017 Twin Harbors Board Meeting at 9:00am at the Twin Harbors Clubhouse. Everyone is invited to attend.
Tuesday, September 12, 2017	September 2017 City of Onalaska Council Meeting at 7:00pm at the Council Chambers. Everyone is invited to attend.
Tuesday, October 17, 2017	Last day, 5:00pm deadline, for the Vote Tabulator to receive completed ballots for Special Assessment voting and completed ballots for Board Member voting. Results of the voting will be announced at the annual meeting.
Saturday, October 21, 2017	Twin Harbors Annual Meeting at the Twin Harbors Clubhouse. Refreshments served beginning at 9:00am and the annual meeting begins at 10:00am.

The next board meeting is scheduled for Saturday, August 12, 2017.

Steve Eckert made a motion to adjourn. The motion was seconded and approved. The meeting was adjourned at 10:40am.

Respectfully submitted,

B. Milton (Chip) Choate  
Secretary