

THE TWIN HARBORS PROPERTY OWNER'S ASSOCIATION, INC.
NOVEMBER MONTHLY REGULAR MEETING
HELD AT 8:30 A. M., ON SATURDAY, NOVEMBER 12, 2022
LOCATION: TWIN HARBORS CLUBHOUSE PAVILION LOCATED
AT 274 VALLEYVIEW DRIVE, ONALASKA, TEXAS 77360

Board Members present: Joe Polizzi, Don LeRouax, Steve Eckert, Doug Lehr, John Danna, Sandra Jaynes, Bob Price and Teresa Parks

MEETING MINUTES

1. **CALL TO ORDER 8:32 a.m.:** Joseph Polizzi - President
 - Prayer By Sherry Pierce
 - Pledge of Allegiance
 - Thanks to Veterans
 - Roll Call

2. MEETING GUIDELINES: Steve Eckert - Parliamentarian

The following guidelines will be followed during this meeting. Members who get out of line will be asked to leave. You may submit questions after the meeting by emailing them to INFO@TWINHARBORSLAKELIVINGSTON.COM and placing "Meeting Question" in the subject line.

- Please silence all cell phones. Turn them off or set them to vibrate.
- Members have the right to speak and be heard. The speaker will be treated with respect.
- Members wishing to address the board during the Public Forum must sign up. The Board has the option to respond or not at this time. The Board will not take action on the item at today's meeting.
- Members are limited to 3 minutes when speaking during the Public Forum or when making comments during the meeting.
- Members will address the Board or others in attendance calmly. Members will be cautioned if yelling or speaking over others in attendance. If the Member continues to be out of order, they will be asked to leave the meeting.
- Members should raise their hand if they wish to address the Board on a specific agenda item being discussed and wait to be recognized. The Board will decide if it will open the floor to discussion.

3. President's Corner - Joseph Polizzi

- Green for Green update Total of Apprx \$290. (Joe collected \$146.10 and John

has about \$150.

- Special Meeting to review comments on the 11th Amended Bylaws will be scheduled for November
- Lawsuit filed against THPOA by Chris Perry. Will not be able to discuss details.
- Sign at entrance 1 has been painted by Barry - Bob
- Thanks to Jason for removing the fallen tree from Whisperwood during storm last night.- Bob
- Party at Joe's house 4 p.m. tonight

4. GUESTS and GUEST SPEAKERS: Joseph Polizzi

- No guests or guest speakers anticipated for this meeting.

5. UNFINISHED BUSINESS: Joseph Polizzi

- Complaints Matrix on website – will be renamed “Deed Restriction Violation Summary- ARA has given board recommendations. Bob to post to website when final
- Road Assessment fees- shall remain the same at this time, but could be raised at a later date when more information is available. John made motion to continue fees at current rate of \$95 for improved lots and \$65 for unimproved. Sandra Second- Motion was withdrawn when Bob suggested we get with attorney to be sure of how to raise and way to legally raise the fee schedule. All voted in favor to schedule 2-3 members to look into this and report in December.

6. PUBLIC FORUM: Steve Eckert – NO SPEAKERS SIGNED UP TO SPEAK IN OPEN FORUM.

Presentations are made by Twin Harbors property owners or a representative of a property owner. Public Forum allows property owners or their representatives to comment on agenda items and shall be limited to a maximum of three (3) minutes to make their remarks.

In order to manage meeting duration, a member or representative may NOT yield time to another speaker.

The maximum time allotted for Public Forum is thirty (30) minutes. This board will not discuss, deliberate, or take action on any item or topic not listed in the agenda. The board reserves the right to move comments requesting action or deliberation to a future meeting to be placed on the agenda under UNFINISHED BUSINESS, NEW BUSINESS, or ACTION ITEMS with the board's approval or, if needed, added as a separate agenda item for discussion and action to a future meeting agenda.

Lastly, Board activities have nothing to do with social media sites such as Facebook (FB). The THPOA does not endorse any social media sites. The THPOA does not have an official social media site. The THPOA Board cannot control what others say on social media sites. Comments regarding the content on social media sites will not be allowed and will not be included in the meeting minutes.

7. CONSENT AGENDA ITEMS: Discuss and take action on items listed below.

- Meeting Minutes - 8 October 2022 Regular monthly meeting - THPOA Treasurer
 - Discuss and take action Bob made motion to approve and Steve second for approval of minutes
- Financial Statements – Doug Lehr Treasurer
 - Discuss and take action
 - October financial reports- see attached
 - 2022-2023 Budget, discuss and take action
 - Budget items raised were: 5k for software needed, 5k to digitize records, 10k for attorney fees dealing with current lawsuit.
 - Discussion on people with outstanding balance – Bob made motion to make plan to collect those 6 months or older. Doug will send letters to those first and then an attorney letter of collection to follow. Rick Miller, Atty, will help with collections.
 - Payroll increase of 8% cost of living raise
 - Office needs repairs, flooring, heater (suggest replacing ac unit with unit that does heat and AC) – facilities committee to give report of cost of those items including paint and flooring. 4K was added to budget to cover those costs.
 - Fire Marshall to check the office to see if in compliance and if safe
 - Doug made motion to adopt budget, Bob second, all in favor.
 - Discuss and take action on overdue meeting minutes
 - 9 April 2022 Regular monthly meeting minutes – Sandra made motion, Steve second to approve minutes. Sandra, Doug and Teresa abstained.
 - 14 May 2022 Regular monthly meeting minutes- Bob made motion, Doug second, all in favor to approve (Teresa and Sandra abstained)
 - 11 June 2022 Regular monthly meeting minutes- tabled
 - 25 June 2022 Special meeting minutes- Doug made motion to approve, Steve second, Sandra and Teresa abstained,
 - 22 July 2022 Special meeting minutes- John made motion to approve, Bob second, all In favor - Sandra abstained
 - 13 August Special meeting minutes – John made motion to approve, Teresa second, all in favor,- Sandra abstained.
 - 10 September 2022 Regular monthly meeting minutes – still need copy of these minutes.

- Sandra to send PDF files to post to post to internet.
- ARA request matrix be on the website. The matrix was renamed Deed Restriction Summary to avoid confusion. Bob will work with Teresa to get it listed.

8. CORRESPONDENCE REVIEW: Secretary, Sandra Jaynes

- Bob stated on homeowner requested refund for cutting dead tree but request was denied since it was not retroactive.

9. COMPLAINTS: - Complaints Officer – Teresa Parks,

- No formal complaints, just one phone call from someone who was directed to website to file complaint but none received as yet.
- John stated one homeowner was not receiving mass emails from POA, checked address and it was correct. Tanner suggested making sure all addresses are also listed as contacts to solve the issue.
- Complaints must be filed by homeowners. The board is not driving around looking for violations.

10. CLUBHOUSE AND POOL: Steve Eckert

- Pool report - signage, cleaning, closure, etc.- Steve wants to get signs to look the same and remove any conflicting information
- Pool closed 10-30-2022 - Steve to send Bob schedule for reopening next year for website.
- Wise Pools warranty repairs update- did grout repair on pool
- Pool access improvements- discussion on how to give handicap access for pool and club house – facilities committee to follow up
- Volunteer painting of clubhouse
- See attached facilities report

11. TRACTOR UPDATE: Joseph Polizzi

- Tractor is fine, nothing needed

12. ROADS UPDATE: John Danna- Mark Farrar

- John working on road “map” to show which roads are incorporated into county, which are not, status of each road and material used. This will help to prioritize and schedule future road repairs.
- New commissioner does not have to honor previous request for repair. Bob suggested inviting him to December meeting to speak.

13. IT UPDATE: Bob Price, IT/Security Officer

- Bob is moving registration of THPOA to website. Website allows us to use free email boxes for board members and ARA members to keep all communication between members of board as THPOA property not personal emails.
- Credit card payments via new website AKA Ebusiness
- Storage of Drone data- data has been saved to the cloud, thumb drive to be stored at the office

14. FACILITIES MASTER PLAN UPDATE: Doug Lehr, Treasurer

- Update

15. NEIGHBORHOOD WATCH - Bob Price, Don LeRoux

THPOA NW Committee – checking with Attorney on POA liabilities of having a neighborhood watch program. Will report in December.

17. MAINTENANCE FEE AND SPECIAL ASSESSMENT FEE INCREASE IN THPOA DEED RESTRICTIONS

Discuss and take action

18. ARCHITECTURAL REVIEW AUTHORITY (ARA) - BB Brown, 1st Architect

- Discuss and take action
 - ARA update- two new permits. Trees to be cut
 - ARA suggestions for Permit Matrix revisions
 - Updated Building permit document

19. COMMITTEES – Chairpersons

- Deed Restrictions- to be scheduled
- Facilities- see attached report
 - Discussion on chair for Chip. Do we pay for a pad to fix it or do we get concrete benches and table with plaque. Pad estimate is \$1800.
 - Basketball and tennis courts need redone – plan to do incrementally. One estimate was approx. \$100,000.
 - Asked if meetings need to be held regularly and notices posted 144 hours in advance. Will check with attorney
- Welcome- distributed 3 outstanding baskets and one new on to lakefront drive. All new homes have been visited that we are aware of. Sandra

- IT- reported under IT section
- Garage Sale- Elizabeth to send verbage for email blast to request items for garage sale.
- Social- none

20. NEW BUSINESS - Verbal summary by Secretary

- Bob to invite new commissioner to attend December meeting.
- Doug to get fire Marshall to check office for safety
- Bob congratulated Joe on being inducted into the Martial Arts Hall of Fame

21. SUMMARIZE ACTION ITEMS - Verbal summary by Secretary

- Doug to do aging report for members past due on fees
- Deed Violation summary to be posted to website by Bob
- Facilities to research handicap access at pool/pavilion area.
- Steve to send Bob pool schedule for reopening next year.
- Doug and John to work on email distribution problems.
- Question for Rick Miller – if we change something in the by laws that has not been previously approved does the clock start over? Or continue.
- Neighborhood watch – no timetable
- Action item #2

22. ADJOURN – motion made by Joe and second by Doug at 10:47 a.m.