

**MINUTES
ROCK HARBOR PROPERTY OWNERS ASSOCIATION
ANNUAL MEETING
First Avenue Hall Community Center
August 3, 2019**

The Rock Harbor Property Owners Association met at 1:00 pm on Saturday, August 3, 2019 at First Avenue Hall, New Tazewell, Tennessee.

Directors Attending: Seaborn Chavers (President) and Patty Crandall (Secretary)

Owners Attending: Seaborn Chavers, Ben Parson, Patty Crandall, Paul Berryman, Henry "Chip" Burwinkel, Stuart Henrick, Mary Henrick, Tammy Flanagan, Randy Clements, Debbie Chavers, Stanley Leib, Robin Leib, Mike Sanger, Luis Pavon, Carmen Pavon, Lutz Weber, Barbara Weber, Gary Johnson, Susan Johnson, David Howard, Kim Bergeron, Ray Bergeron, Michael Singer, Marie Singer, Ronald Zumda, Patricia Zumda, Sean Collins, Dave Martin, Mark Martin, Brandon McKnight, Ali Golgi, and Eugene Ethier

Guests Attending: Shannon Pearson, Spectrum Management Group, LLC, Steve Walker, Commercial Bank, Eddie Jones, Commercial Bank, and Frances Hensley, Minutes

I. Call to Order and Welcome

President Chavers called the meeting to order. Chavers welcomed the homeowners and guests. Chavers reported that a QUORUM, (based on attendance and submitted proxies) was established. Chavers reminded everyone that an Agenda and Balance Sheet as of July 30, 2019 was available.

II. Introductions of Board of Directors, Property Managers and Special Guests

President Chavers introduced the current board members and special guests to the group.

Board of Directors

Seaborn Chavers, President
Patty Crandall, Secretary

Special Guests

Steve Walker, Sr. VP Market Manager, Commercial Bank
Eddie Jones, EVP, Central Region Executive Officer, Commercial Bank
Frances Hensley, Minutes

Property Management Company

Shannon Pearson, Office Manager, Spectrum Management Group, LLC.

III. Special Guest Speaker, Steve Walker, Sr. VP/Market Manager for Commercial Bank

At this time, Steve Walker from Commercial Bank summarized the current building environment, property values, and related financing products and services. Walker discussed the current trends in the mortgage industry. Walker mentioned the mortgage products offered by Commercial Bank and the shortage of builders in the area. Walker reminded everyone that he would be available after the meeting for questions.

2019 Summary

Common Areas

1. Guard Shack – main entrance, repair as needed
2. Landscape Beds – replaced plants as needed – replaced and took some out. President Chavers reported that the trees at the entrance are starting to grow may need trimming soon.
3. Park Fencing – repair and replace boards as needed. Chavers noted at some point this will need to be replaced but for now repairing.
4. Security – President Charvers noted that with the updates to the camera system license plate numbers are recorded along with the make and model of the car. He also mentioned the addition of one extra camera in the marina.
5. Roadways – There will be an on-going discussion of the needed road repairs with the Claiborne County Road Superintendent.
6. Recreation Park – maintain as necessary
7. Putting Green – cleaned
8. Sprinkler System – repaired and adjusted as needed. Chavers mentioned the current contract to cover any issues. He further noted the annual inspection requirement. During this years inspection, one backflow issue was discovered. This has been repaired with no further issues. Chavers reported it was a simple fix and the \$90 cost for the inspection.

Marina

1. Marina Walkways – repaired stone stairway
2. Marina Parking Lot – electric gate boom inspected and replaced (again)
3. Docks – adjusted anchors, wave booms, replaced cleats
4. Camera System – fully functional system
5. Dock Electric – inspected by licensed electrician and repairs made
6. Docks – debris cleanup as needed
7. ATV/UTV Parking – completed

ACC Update – one house under construction – Chavers noted that progress is being made on the construction but slow. There were several houses in the spring on the market for sale and most, if not all, have been sold.

Inspections/Violations – satisfactory with a few issues (realtor signs, pets)

President reported that the Association partnered with the Norris Lake Project of the Middle East Tennessee Tourism Council to help clean the shorelines in our area. It is an annual event for the five (5) lake counties. Chavers mentioned the Association plans to participate again next year.

Contract Services Administration

1. Property Management Company (Spectrum) – Very satisfied with their performance and expertise. Spectrum's General Role – communications and coordination of information, legal advice, grounds and maintenance, and problem/issue resolutions, coordinate ACC approvals.
2. Landscape/Area Management (Jessie Smith) – Very satisfied with his performance and expertise. Note: Call Spectrum with POA issues/problems NOT Jessie Smith; we do not have an "on-call" agreement with him.

V. Finance Update/Review

At this time, President Chavers reviewed the financial highlights as of July 30, 2019:

- Total Bank Accounts \$200,819.97
- Total Fixed Assets \$2,105,943.47
- Total Assets \$2,307,488.44
- Net Income \$94,188.52
- Total Equity \$2,307,770.77

President Chavers noted an expense related to flooding. He worked with the County Commissioners and was able to obtain free rock from the county for repairs. The HOA paid for the repairs. This was a joint effort and the asphalt and road issues have been resolved. There are areas with potential for additional sliding and fallout. President noted that there are areas that need road repair and more signage are needed. But these will be taken care of as needed. An engineer was hired to look at some of the road issues falling in. The engineer felt confident that the road should hold. Maybe only a small portion might cause some problems. Chavers reported that the County Commission agreed to give the area that has fallen in back to the HOA. No decision has been made at this time.

VI. 2020 Goals

- Maintain current facilities and assets; minimize financial assessments
- Partner with Road Department to minimize road damage and mudslide damage
- Enforce covenants and abide by governing documents
- Website – update as needed

VII. Questions, Concerns, Topics of Interest

Topics for member discussion:

1. Eugene Napier – Tram – potential \$45,000 to \$50,000 quote noted Napier- Napier recommended getting a new quote. Other homeowners remembered a larger quote of \$80,000 that was more comprehensive discussed at past meetings. President and other homeowners indicated that other obstacles and issues will have to be overcome and considered. There was additional discussion related to the pros and cons of the tram. Shannon Pearson recommended a committee needs to be appointed to work on the project. There was discussion regarding monitoring usage of the tram of minors and unauthorized usage. It was noted that keypad security is one option. Eugene Napier volunteered to be committee chair and two others volunteered to work on the committee - Mark Martin and Mike Sanger. The vote is to authorize the committee to obtain quotes from an electrician, vendor, and contractor with a budget of \$1,000 for quotes within the next 90 days. There needs to be a proposal with details, videos, etc. to help the homeowners to know what they are voting for. At this time, there was a vote taken to appoint the committee with the authorization of spending. There were eight (8) voting against and the remainder voting for. Therefore, the vote carried to form the committee to obtain a quote for the tram.
2. Modular Homes (not mobile or manufactured) – President reported this is prohibited in the covenant. There was no other discussion at this time.
3. Pool – Russ Smith – There was a general discussion related to this idea and how it would affect the property value of the community. It was recommended to go to commercial standards for the quote. It was noted that insurance and liability is also a consideration. It was noted that the homeowner fees increasing is also another consideration in the decision. Maintenance is a consideration as well. There was also discussion of a concept drawing to build a clubhouse at the marina in order to swim in the lake from there. This gives better access to the lake and less maintenance. One homeowner recommended GO thermal for heating – more cost-effective. There was a vote for an interest of a pool. With no interest, the decision for a quote was declined due to not enough interest at this time.
4. Trash Location (Dumpsters) or trash service – There was no discussion at this time.
5. Enhanced playground equipment in the recreation area - There was no further discussion at this time.
6. Other questions or concerns – Pressure wash – pontoon washing service at a reasonable price. Eugene Napier asked about road bumps at the back gate to slow down ATV riders. Homeowner marina – garbage issue. Asked homeowner to clean up after themselves. A homeowner asked about healthcare in the area. Several options were noted. There was a general discussion regarding how to handle the appointment of boat slips with growth.

X. Elect two (2) Directors

President Chavers reported that there are two Board Members needing to be replaced. That being Treasurer and Secretary.

Replacement for Larry Lamb, Treasurer – Candidate – Brandon McKnight
Patty Crandall, Secretary

Process

1. Members in Good Standing May Vote (in person or by proxy)
2. One Vote per Lot Permitted
3. Candidate Statements (as necessary)
4. Ballot Explanation
5. Voting
6. Break (while counting votes)
7. Results

The floor was opened up for candidate nominations. Nominations were made, a vote was taken and Crandall and McKnight were unanimously voted for the positions noted above.

XI. Closing and Adjournment

With there being no additional business brought forth, Chavers thanked all for attending and the meeting was adjourned.

IV. Minutes Review and Approval

Minutes reviewed and SIGNED by the Directors below.

Signatures:

SEABORN CHAVERS, PRESIDENT

Patty Crandall, Secretary