

## **Board Meeting Minutes**

Monday, February 15, 2016 6:00 PM at Maria's Montessori School

### **Attendees:**

President: Jan Bouten

Board: Christina Guibao (Board Chair), Megan Dress, Billy Bond, Karl Friedrich, Bill Graves, and Melanie DiLiello

Homeowners: Andre Jackson, Elizabeth Low, Susie Graves, Craig and Margaret Cardwell

Management Representatives: Tracy Adkisson, Maegan Rusch and Jason Welchel

Landscaping Committee: Jodi Rump

Finance Committee: Phil Gray

Christina Guibao called the meeting Called to Order at 6:00pm.

Karl makes a Motion to approve the January 18, 2016 minutes as written. Billy Seconded. No one objected and the Motion passes unanimously.

### **Homeowners Questions and Comments:**

- None

### **Reports**

- Commercial District: Karl presents pictures of proposed signage. He is working with Debbie Woodard to plan a meeting for all commercial tenants.
- Arbors Apartments: An electrician should be visiting to repair the lighting issues.
- Finance Committee: There is currently \$80,000 in uncollected association dues which is much higher than the normal \$20,000. There is \$495,000 in reserves and \$190,000 in cash.
- Landscaping: Commercial landscaping and hardscaping is complete and paid. Jodi recommends plantings at the cottages for \$2,600. GreenScape is working on a plan for ground cover at Taylor's Pond. Jodi would like to meet with Ritchie Smith in order to review the proposal that he put together regarding the entrances. In this proposal, it is also advised to add perennials and remove the arbors and flag poles. Hot Spots areas will no longer go on a complaint basis and the neighborhood will be sectioned off to have work completed. There is an issue with the median on Harbor Commons due to large trucks driving on it.

### **Management Company Report & Action Point Review**

- Receivables: Management has sent letters out to all residents with delinquent dues. \$50,000 of the delinquent dues is from the Arbors and we will be receiving payment from them shortly. It is noted that the Management corporate office checked the accounting system for errors and found none and will also be working to revise the system created late letters.
- See Old and New Business

### **Old Business**

- 2015 Projects:
  - Ponds: Management will meet with landscape architect Joel Parker from Kirsey Wike Associates on Tuesday at 9am to look at Cricket Song Pond.
  - Erosion: This project is on hold dependent on river levels and the barge company.
  - Asphalt: Three bids were received from Hollingsworth, APAC, and C.R. Pollan. Management recommends the base bid from C.R. Pollan for \$133,248.
    - The base versus the alternate bid is discussed.

- Bill makes a Motion to go with the base bid from C.R. Pollan for \$133,248 based on good recommendations and price. Karl seconded. No one opposed and the Motion passes unanimously.
  - Landscape Overhaul: GreenScape submitted a bid to clean up the cottage area and add additional plant life totaling \$2,687.
    - It is noted that the Board agrees with this bid and advises Management to move forward.
- Other Issues
  - Commercial Traffic: Management has received two bids to do the traffic study. Gresham Smith totaled \$1,900 and Kimley Horn totaled \$5,300-\$6,300. Management will go with Gresham Smith as this was voted not to exceed \$2,000 in January.
    - Management followed up with MPD and was told that they cannot enforce traffic violations on private streets. It is noted that Megan is going to speak with an acquaintance at MPD to confirm or contradict this.
  - Water Pumping from the Harbor: The Corps of Engineers has implemented another step to the process that we are currently involved in. Management will update as soon as we are approved or disapproved.
    - Wilson Well was out last week to do an acid wash on the well and it has improved the well function. The cost for this was \$1,750.
  - Flood Cleanup: GreenScape has finished the cleanup and the total spent was \$3,780. The new gravel mostly stayed in place, but older gravel and rail road ties have washed away. Management will begin working on a new plan to patch and repair those areas as well as others.
  - Fishing: Management discusses options via the disgruntled residents.
    - The Board agrees to change the signage to “No Fishing”.
- Events
  - STOP Event for MPD: Kelly Harrison is leading this event and it is planned for March.
  - Easter Egg Hunt: Management is in the process of finding volunteers for this event and it is tentatively planned for March 26<sup>th</sup>.
  - Neighborhood Garage Sale: Management has facilitated contact between interested residents and the event is being planned.

### **New Business**

- Waste Collection Contract: Large versus small trucks are discussed.
  - This topic is tabled until the Board has a chance to review the contract, bids and receive recommendations.

### **Calendar Review**

- A 2016 Calendar is attached to the full Board package.

Meeting was adjourned at 6:58 PM with the board going into an executive session.