

Harbor Town Community Association
Board Meeting Minutes
Monday, March 20, 2017 6:00 PM at The River Hall

Attendees:

Board: Megan Dress (Chair), Cristina Guibao, Bill Graves, Karl Friedrich, Alicia Lankford, Billy Bond, and Melinda Wilson (by phone)

Homeowners: Lois Chamblin

Management Representatives: Tracy Adkisson and Maegan Rusch

Landscaping Committee: Jodi Rump and Susie Graves

Finance Committee: Mark Ploucha

Megan Dress calls the Board Meeting to order at 6:00pm.

It is noted that the February 20, 2017 Board Meeting Minutes were approved online by the Board of Trustees.

Homeowners Questions and Comments:

- Management brings up the email from Dennis Abernathy regarding Cricket Song Pond and storm drain water flow.

Reports

- Commercial District: No business to report.
- Arbors Apartments: No business to report.
- Finance Committee: The net income for the month finished negative, but year to date is positive. The main reason for the positive net income is due to the Cricket Song renovation postponement.
- Landscape Committee: Jodi reports that the committee is meeting with arborists, but believes that trees will need to be a bigger project with a plan. The committee is also continuing to rehab the park areas and should be finished by summer.

Management Company Report & Action Point Review with BOT

- Collections: There is currently \$11,717.03 in uncollected dues and fees. Liens will be filed on April 1, 2017 for any unpaid quarter one 2017 dues.
- Old Business
 - Major Projects per 2016 Budget:
 - Cricket Song Pond: Management is awaiting updated drawings from the engineer. These will run an additional \$2,500. The harbor pump has been cut off due to the concerns regarding the water table.
 - Asphalt Project: Management has received the price of the green section that belongs to the Arbors, \$28,200.
 - It is noted that Jan has signed the contract and that Megan is willing to sign as well in order to get started.
 - Other Issues
 - Irrigation Contract: The irrigation start up is in process.
 - It is noted that Hollandsworth Irrigation was very unprofessional during the transition to a new vendor.
 - Solar Panel Design Guideline Ratification: Cristina makes a Motion to ratify the design guidelines for solar panels that were agreed upon on Trello. Karl seconds. No one opposes and the Motion passes unanimously.
 - Bike Racks: Racks have been moved from Settler's Point and Christmas Tree Park to the two middle golf cart parking spots behind the stop signs on Harbor Bend Road.

- Trash Can Move: Management has moved the trash can in Christmas Tree Park upon request by the Landscape Committee.
 - Pond Treatment: The contract with Southern Spray has been terminated and the contract with Southeastern Pond Management has been executed.
 - Playground Inspections: A formal playground inspection has been completed.
 - It is noted that the tire horse at Ben's Park is owned by the Association. Management will remove it based upon the inspection.
 - Tree Work: Management has given the go-ahead for safety tree work.
- Events
 - Easter Egg Hunt: Management has begun soliciting eggs and hidiers.
 - Harbor Town Crawfish Festival: Waste bins (50) have been ordered from Waste Pro for this event. Management has requested a certificate of insurance with Harbor Town listed as the additional insured.
 - Golf Cart Inspection Day/Spring Fling: The event is planned for April 1, 2017.
 - SunFish Children's Theatre Family Fun Festival: This event is rescheduled for September.
 - It is noted to have the coordinator come back to a Board Meeting in order to request approval for this event.
 - Opera Memphis: Management will check if this event will occur in September.
- New Business
 - Change of Administrative Resolution 6: Management recommends removing and/or revising many of these fees. A draft will be uploaded to Trello and the Town Code Advisory Committee has also been notified.
 - Concrete Work: Management has received quotes for necessary concrete work around the community.
 - It is noted to proceed with all work.
 - Bank Erosion Assessment: Management, Phil Gray, Billy Bond, and recommended engineer, Chip Newman assessed the bank on 3/1/17. The only area that was noted to repair relatively quickly was a storm drain with no rip rap between Harbor Isle Circle South and the Maria Montessori School.
 - Quarter 2 Budget Recast: Management will begin working on a quarterly recast noting to keep yearly totals unchanged.
 - Handy Man: Management has found a qualified, insured handy man and will put references and a list of items requiring a handy man on Trello.
 - Document Retention Policy: Management is working on ridding the office of paper and will be digitalizing many documents where originals are not needed. If something is questionable, it will be noted on Trello.
 - Regatta Steps: The Regatta condo has asked us to split (50/50) the cost of a rail install due to the install benefitting their residents, but being on Association owned property. The total cost for the install is \$540.
 - It is noted to go ahead with this work and to check if the Harbor of Health is interested in splitting a rail as well.

Calendar Review

- A tentative full 2017 calendar has been provided and updated with April events.

Meeting was adjourned at 7:08 p.m.