

Harbor Town Community Association
Board Meeting Minutes
Monday, May 15, 2017 6:00 PM at The River Hall

Attendees:

Board President: Jan Bouten

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

Management Representatives: Tracy Adkisson and Maegan Rusch

Landscaping Committee: Jodi Rump and Susie Graves

Attendees: Amanda Aldridge, Casey Cade, Erin Lindberg, Miller Vance, Lois Chamblin, Stan Hyland, Craig Cardwell, and Dennis Abernathy

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

April 17, 2017 Board Meeting Minutes were approved online by the Board of Trustees.

Homeowners Questions and Comments:

- Amanda Aldridge reports a green Ford Explorer that is in disrepair and has not moved for several months behind her home.
 - Management cannot tow it, as the vehicle is not in violation of governing documents, has valid tags, and appears to be in operable condition.
 - Management will place notice on the car requesting contact within 30 days.
- Erin Lindberg requests approval for the children's music festival at Music Park for September 16th from 10 a.m. – 1 p.m. with a rain date of September 17th. See attached proposal.
 - Board of Trustees approves this event.
- Lois Chamblin requests that Skating Pond be renovated in 2018.

Reports

- Commercial District: No business to report.
- Arbors Apartments: No business to report.
- Finance Committee: J. Bouten reports that two new committee members are being trained.
- Landscape Committee: Jodi Rump reports that the medians have been completed. The parks will be completed shortly. The annuals have been installed. Woodland began tree trimming today. She brings up the following questions:
 - Woodland does not know how to handle homeowner encroaching on common area trees.
 - Woodland will provide Management with a list and Management will contact the homeowners.
 - There are numerous dead trees on the Arbors property.
 - A. Lankford is in the process of having tree work bid.
 - Woodland needs clarification on the commercial area.
 - Management will meet with JD and provide clarification on this area.
 - Woodland is starting with the streets and home areas. Landscape Committee recommends adding days to complete the park and pond areas to minimize mobilization prices.
 - B. Graves makes a Motion to approve not-to-exceed 5 additional days of tree work at \$3,000/day or less. K. Friedrich seconds. No one opposes and the Motion passes unanimously.
 - It is noted that Woodland leaves limb piles until end of day, when the chipper comes behind the crew and picks up the piles. Management will notify residents of this in the Weekly Update.

Management Company Report & Action Point Review with BOT

- Delinquency: There is currently \$18,909.95 in uncollected dues and fees. Management has added late fees as needed.
- Old Business
 - Major Projects per 2016 Budget:
 - Cricket Song Pond: Questions from Dennis Abernathy have been responded to by engineer. Management is moving forward with the bidding process. Additional details from engineers should be received on 5/17/17.
 - Asphalt Project: The curb invoice and 90% of the asphalt invoice have been paid. Management has inspected the area with Matt Carden and Benji Pollan and has given a punch list to the contractor for completion.
 - Other Issues
 - Administrative Resolution 6: B. Graves directs Management to omit the word “reasonable”. A cap for late fees of \$500 is established. This will be revisited in June 2017.
 - Tree Work: Updated with the Landscape Committee report.
 - Concrete Work: Management plans on rebidding concrete work and submitting to Board for approval, due to the confusion of additions, deletions, and changes to individual concrete projects in the community.
 - B. Graves directs Management to review the areas where sod was lowered.
 - Board directs Management to proceed with work to shorten the median on Harbor Commons and concrete apron work.
 - Bank Erosion Assessment: Chip Newman has provided a report. Long term planning is discussed.
 - VRBO: The homeowner has apparently ceased short term rental of the home.
 - Board directs Management to forward attorney invoice to the homeowner.
 - Painting: B. Graves requests that Management receive additional pricing and notes that he has not seen the price from BP Painting. Upon further discussion, Management is directed to proceed with BP Painting to do the work. Management will post copy of quote to Trello.
- Events
 - MMS Regatta: Event complete with no issues.
 - Harbor Town 5K: Casey Cade and Miller Vance request approval.
 - Event start time will be moved back to accommodate rehearsal dinner at Paulettes.
 - C. Guibao makes a Motion to approve the Harbor Town 5K on June 2, 2017 along with road closure. B. Graves seconds. No one opposes and the Motion passes unanimously.
 - 41st Army Band: This event is set for June 30, 2017 at the Maria Montessori School amphitheatre.
 - July 4th: Management will proceed with receiving bids for security for this date.
 - Bartlett Band Performance: Management requests approval for this event at Music Park with the date to-be-determined. Cost to be paid by AMLLC.
 - C. Guibao makes a Motion to approve the Bartlett Band Performance. A. Lankford seconds. No one opposes and the Motion passes unanimously.
- New Business
 - Crepe Myrtle Treatment: Management has received bids from Follis and Herbisystems. Bids have also been requested from Naturally Green and Woodland, but not received.
 - Jodi received bids from Naturally Green and Woodland via text message during the meeting for \$15/tree and \$18/tree respectively.

- Speed bumps: Management has received positive feedback about the temporary speed bump that was placed on Harbor Bend Road in front of Maria Montessori School and recommends installing an asphalt speed bump in this area.
 - C. Guibao makes a Motion to approve one speed hump not-to-exceed \$1,000 in front of Maria Montessori School on Harbor Bend Road. K. Friedrich seconds. No one opposes and the Motion passes unanimously.
 - K. Friedrich also requests a speed hump from Tugs to River Inn. This is approved by the Board.
- Fish in Skating Pond: Southeastern Pond Management has added 10 grass carp and 3 tilapia to Skating Pond in hopes they will clear out some of the parrot feather. A new chemical has also been introduced.
- Pond level controls: Management has received a bid to create a system to manage pond levels remotely. The cost is around \$17,235. Discussion is tabled by J. Bouten due to cost.
- Pughs deficiency: Landscape Committee is unhappy with Pughs performance in regards to weed and trash in beds.

Calendar Review

- A tentative full 2017 calendar has been provided.

Meeting was adjourned at 7:51 p.m. with the Board going into an executive session.

Proposal for use of Harbor Town Music Park

Event: SunFish Children's Theatre Family Fun Festival to benefit SunFish's theatre education programming

Proposed Dates: September 16th 10:00 am-1:00pm (Set up 9:00am/ teardown 1:00-1:30pm); rain date September 17th at Music Park

Contact: Erin Lindberg (Harbor Town Resident) 901-826-6649; sunfishct@gmail.com; www.sunfishct.com

Purpose: To provide a family festival event to raise support for Theatre Education programs for ages 3-12 in the Memphis area

Approx. Attendance: 100+ people (plus volunteers); designated cleaning crew will be onsite

Proposed Cost: Free event marketed to SunFish Families and local community

Insurance: Event insurance will be secured by SunFish as required by the HT Board and SunFish

Signage: Signs will be posted the day of for parking and to direct festival goers; it will be taken down after festival (the same day)

Facilities: Tables/ tents will be set up/taken down the day of, restroom facilities will be provided if required/ necessary and picked up by furnishing company

Marketing: Some small posters will be hung at HT and local businesses but no large billboards or print/media ads will be run; Sponsors for the event will have logo on posters, t-shirts, and ads in our event program (HT is invited to be included as a mainstage sponsor)

Vendors: Local businesses will provide booths with children's activities or information about programs for children; some food will be sold (coffee, hotdogs, candies, popcorn, snow-cones, muffins, etc. NO ALCOHOL); face painting, balloon artist, photo booth, music (family-friendly), performances, crafts, NO INFLATABLES, NO PETTING ZOO

Description:

SunFish Children's Theatre is owned and operated by Harbor Town resident, Erin Lindberg and was established in 2014 to provide children ages 3-15 access to theatrical programs both inside the classroom and as enrichment activities after school. It currently operates in eight local private and public schools where it provides preschool theatre, elementary theatre/ musical theatre, and middle school theatre classes. It also offers monthly Saturday programs (DramaDays), summer camps, and other special programs and camps throughout the year.

