

## Harbor Town Community Association

### Board Meeting Minutes

Monday, June 19, 2017 6:00 PM at The Maria Montessori School

#### Attendees:

Board President: Jan Bouten

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

Management Representatives: Tracy Adkisson and Maegan Rusch

Landscaping Committee: Jodi Rump and Susie Graves

Finance Committee: Mark Ploucha and Michael Browne

Attendees: Karen Soro, Tim Soro, Susan Neff, Greg Wilson, Ray Colson, Cheryl Colson, Lois Chamblin, Elizabeth Low, Mark Stephens, and Jane Stephens

C. Guibao calls the Board Meeting to order at 6:00pm.

May 15, 2017 Board Meeting Minutes were approved online by the Board of Trustees. B. Graves makes a Motion to approve the May Meeting Minutes. No one opposes. The Motion passes unanimously.

#### Homeowners Questions and Comments:

- Jane and Mark Stephens address the numerous photographers that are using the pond areas behind their homes on the weekends.
  - They request signage be installed in this area.
  - The Board tables this request until the next Board Meeting.

#### Reports

- Commercial District: No business to report.
- Arbors Apartments: A. Lankford reports that tree trimming began today and will finish next week.
- Finance Committee: Mark Ploucha reports that the Finance Committee is re-forming. The net income for May was negative due to no association dues being billed. The large expense was the asphalt project which will come in below budget. There is currently around \$5,000 in delinquent dues and \$5,900 in litigation.
- Landscape Committee: Jodi Rump reports on the following:
  - Woodland
    - Work is almost complete and there are around 20 properties to check.
    - Work on the triangles and River Park have yet to be completed.
    - The Committee requests two additional days bringing the total to 15 days.
      - This was approved on Trello on 6/21.
  - Capital Projects
    - Verges will begin when Pugh's is completely finished with their sod install.
    - Tree replacement will be assessed this year to be budgeted in 2018.
    - LC will get a bid for stump grinding.
    - Pugh's work is unsatisfactory.
      - Weeds in beds
      - Sticks and limbs in beds
      - Green dye in weed spray
      - The out clause for the Pugh's contract is discussed.
- Management Company
  - Maintenance
    - Pugh's
      - Has a new suit-on-the-ground, Adam Gaia.

- Daily time is being devoted exclusively to treatment and removal of weeds.
  - Sod repairs are in process.
  - AMLLC recommends monitoring and re-evaluating in August/September
- Agriscapes
  - Irrigation timers have been changed to 7 days a week.
  - Pughs and Natrually Green are both requested to inform AMLLC if additional water is needed.
  - Repair bills have come in under budget.
- Southeastern Pond Management
  - Management is pleased with their performance.
  - The parrot feather in Skating Pond has disappeared due to consistent and frequent addition of chemicals and the addition of fish.
- Waste Pro
  - Management has noted inconsistent driving performance and unsatisfactory recycling performance.
  - Management recommends monitoring and re-evaluating in August/September.
  - It is noted by a resident that if a vendor change is made, to please request the recycling of plastic bags.
- MLGW
  - Requests are being consistently completed within two weeks.
- Collections
  - There are 3 current liens and 2 accounts with additional legal action.
- AMLLC Continuous Improvement
  - Management has revised the Management report and content and is in process of generating internal metrics.

## **Old Business**

- Major Projects as per 2017 Budget
  - Cricket Song
    - Management presents three bids from Grinder Taber Grinder, Magnolia Underground, and Trophy Pond Management.
    - See attachment with pros/cons and recommendation.
    - A. Lankford makes a Motion to award the Cricket Song project to Magnolia Underground with an AIA contract, performance bond, and engineering oversight. B. Bond amends the Motion to note engineering oversight not-to-exceed \$15,000 and seconds. B. Graves opposes. The Motion passes.
  - Asphalt Project
    - Work completed satisfactorily.
    - The drainage issue at Island Place Circle is being addressed.
  - Crepe Myrtle Treatment
    - Management reports that this is on hold due to concerns with the contractor.
    - B. Graves notes that we are nearing the end of treatment time (May-June).
    - The Board directs Management to proceed with Woodland for the Crepe project.
- Other Issues
  - Revision of Administrative Resolution Six
    - The Board directs Management to notify the community for the necessary time noted in the governing documents.
  - Tree Work

- The Arbors notes that the dead tree by AW Willis Bridge will be removed within two weeks.
- Concrete Work
  - Management reports that Diversified Builders will begin with the shortening of the concrete median and the driveway apron on Wednesday, 6/21.
  - B. Graves notes that he has an issue with proceeding on this work due to this bid being higher than BHS.
    - Management notes that the quotes were for a different scope of work.
- Painting
  - Management reports that this work will begin Wednesday 6/21.
- Weather Work
  - Reported with LC and tree work.

### **Events**

- Harbor Town 5k – Complete
- 41<sup>st</sup> Army Band Performance – Scheduled for 6/30/17
- July 4<sup>th</sup> Security – Management has hired security company

### **New Business**

- None to report

Meeting was adjourned at 7:31 p.m. with the Board going into an executive session.