

**Harbor Town Community Association  
Board Meeting Minutes**

Monday, September 18, 2017 6:00 PM at The River Hall

**Attendees:**

Board President: Craig Cardwell

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

Management Representatives: Tracy Adkisson, Maegan Rusch, and Tish Tonole

Landscaping Committee: Jodi Rump, Susie Graves, and Russell Carter

Finance Committee: Michael Browne (reporting), Mark Ploucha, and Mark Stephens

Attendees: Chuck Tippitt, Debbie Tippitt, Jane Pirani, Phil Pirani, Dennis Abernathy, Jett Johnston, Bill Wilson, Jan Lee, Elizabeth Low, Johnny Ko, Barbara Bradley, Jack Bradley, Steve Munn, Tina Munn, Jerry Schwartz, Bobbie Schwartz, Michael Veldman, Jane Stephens, Christy Riggs, Barney Lee, Richard Toland, Andrew Williams, Bryan Simmons, Barbara Simmons, Rachael Douglass, Margaret Cardwell, Lisa Norris, Myron Graves, Tammy Graves, Patricia Bundy, Hunter Fleming, Elise Fleming, Kim Buie, Gil Buie, Nancy Lawhead, Mike Lawhead, Bubba Goodwin, Susan Neff, Bob Rowan, Susan Rowan, Cory Tinker, Anne Tinker, Kim Nesbitt, Don Ray, Noreen Yuki, Kenneth Robinson, Marilyn Robinson, Kay Lait, Tim Michell, Marta Michell, Marilyn Brien, Nikki Schroeder, Danny Richardson, and Phil Gray

M. Dress calls the Board Meeting to order at 6:05 pm.

August 23, 2017 Board Meeting Minutes were approved online by the Board of Trustees. C. Guibao makes a Motion to approve the June Meeting Minutes. A. Lankford seconds. No one opposes and the Motion passes unanimously.

**Homeowners Questions and Comments:**

- Dennis Abernathy speaks regarding Cricket Song Pond and submits a written statement.
- Andrew Williams asks about bid processes.
- Bill Wilson brings up crime in Harbor Town. The below homeowners also commented on crime in Harbor Town:
  - Lois Chamblin
  - Nikki Schroeder
  - Kay Lait
  - Lisa Norris
  - Corey Tinker
  - Danny Richardson
  - Russell Carter
  - Kim Nesbitt
  - Mark Stephens
  - Jett Johnston
  - Anne Tinker
  - Barbara Bradley
  - Don Ray
  - Phil Gray
  - Richard Toland
  - Marilyn Robinson
  - Michael Veldman
  - Susan Neff
- Russell Carter discusses weeds behind his house and notes that the landscaping company should be fired.

- Susan Neff thanks people for coming and hopes that more people will attend meetings.
- Bob Rowan asks regarding condo maintenance and the HOA's ability to enforce violations.
  - The inspection process is discussed.
- Danny Richardson asks if HTCA has a town attorney and who it is. He notes that he is an attorney.
- Russell Carter notes during new business that the speed bump on Harbor Bend is graded incorrectly and should be addressed.

## **Reports**

- Commercial District: No business to report.
- Arbors Apartments: No business to report
- Finance Committee: Michael Browne notes there is \$11,000 past due. Income is on budget at \$893,000. Expenses are mainly on budget with the few exceptions being weather related work and some capital improvements. The Finance Committee is focusing on long-term saving.
  - The Finance Committee notes that year-to-date we are \$120,000 over budget, but this is due to quarter 4 2017 having not been billed as of yet.
  - The Finance Committee reports on spending regarding trees and weather-related work as requested by the Board in the August Board Meeting.
- Landscape Committee: Jodi Rump reports that they are \$4,000 over budget, but disagree with the coding of some spending. All of the parks and ponds have been re-landscaped excluding Mallard. Verges and tree replacement will be done in 2018. The Landscape Committee is getting bids to finish the work for 2017 and request spending approval from the Board. The committee is unhappy with Pugh's due to weeds. Susie reports a memo regarding Cricket Song Pond.
- Management Company
  - Maintenance
    - Pugh's
      - The crew has been responsive, proactive, and quickly address any issues brought to their attention.
      - Sod repair will be completed upon cooler weather.
      - Management believes that Pugh's is performing contractual duties satisfactorily.
      - Issues with Pugh's are discussed.
    - Agriscapes
      - Northwestern monument area is continuing to dry out.
      - Repairs are completed satisfactorily and promptly.
    - Southeastern Pond Management
      - AMLLC remains pleased with work and communication.
    - Waste Pro
      - Management met the crew for the property on 9/11/17.
      - Any issues are responded to and remedied quickly.
    - MLGW
      - Completing lighting requests in a timely manner, usually within 14 days of submittal.
    - Miscellaneous Maintenance
      - Rutkowski Repairs is finishing up cleaning globes of light poles.
      - All vendors and contractors have been instructed to sign in the office before starting work and leaving for the day.
  - Collections
    - There are 18 delinquent accounts over \$20 with \$4,176.36 not in litigation and \$7,272.82 in various legal states. There are 4 current liens and 5 additional accounts

with legal action. This is excluding outstanding crepe myrtle treatment invoices. The amount of unpaid crepe myrtle invoices totals \$516.49.

- AMLLC Continuous Improvement
  - Violations are consistently going out along with fines, if applicable.
  - Management is streamlining recurrent processes.
- Metrics
  - 78 closed/completed work orders since 8/1/2017.
  - 108 in process work orders as of 9/11/2017.

### **Old Business**

- Major Projects as per 2017 Budget
  - Cricket Song
    - Management is coordinating punch list work with Magnolia Underground and when complete, the pond will be filled.
  - Tree Work
    - No report by Management
- Other Issues
  - Elections
    - Management will defer to the election committee and will help where needed for election preparation.
  - Management Agreement
    - The proposed agreement was sent to the Board and Finance Committee.
    - The Board decides to proceed with a net contract after taking a poll of the Board members.

### **Events**

- 30 Days of Opera: Feedback on the event has been positive.
- Harbor Town Yard Sale: Spots are still available.
- Bartlett Band Performance: Planned for September 23 at 5 p.m. at Music Park.
- Halloween: On the Top Security has agreed to provide courtesy officers for Halloween.

### **New Business**

- 2018 Budget
  - A first draft of the budget has been submitted by Management. The Board will send items of note to Management for revision.
- Striping
  - Management presents a bid to stripe the community for \$4,000 by C.R. Pollan Paving.
- Courtesy Officers
  - B. Graves makes a Motion to hire courtesy officers for a maximum term of two weeks consisting of two unarmed men from 11 p.m. to 6 a.m. 5 days per week as determined by the courtesy patrol company noting that the Arbors will be driven and the payment to the contractor will come from reserves. B. Bond seconds. No one opposes and the Motion passes unanimously.

Meeting was adjourned at 9:08 p.m. with the Board going into an executive session.