

Board Meeting Minutes

Monday August 17, 2015 6:00 PM at River Hall

Attendees:

President: Jan Bouten

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

Homeowners: Johnny Ko, Elizabeth Low, Joseph Douglass, Marjorie Poissant, Jerry Schwartz, Veronica Ploucha, Mark Ploucha and Christy Shields.

Management Representatives: Jason Welchel, Lance Byrd and Maegan Rusch

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

Megan motions to approve minutes. Karl Seconded. No one objected and the Motion passes unanimously.

Homeowners Questions and Comments:

- Jonny Ko addressed: follow-up by management, long grass, recycling bins, doggy bags and grass trimming at the Montessori School.
- Jerry Schwartz expressed concern about the Governing Documents not being updated on the website as well as lack of consistent property inspections.
- Elizabeth Low raised the issue with the truck parking in the common area behind her home. There are two pickups that are parking there as well as employees from the owner's company. She believes that the owner might possibly be running a business out of his home.

Reports

- Commercial District: The problem with the trash compactor was fixed. Karl suggested we consider speed bumps in Harbor Town Circle and down Harbor Town Square.
- Arbors Apartments: Nicole agreed with Karl that speeding is a problem. She introduced the new Arbors manager, Melanie DiLiello, and also discussed the need for mulch removal next to the Arbors, and that tree trimming at Arbors Phase 2 will begin shortly.
- Finance Committee: Trending favorably to budget, due to prepaid special assessments. Uncollected dues are trimmed about \$9,000-10,000. There was no Pugh's invoice for May, so it was double in June. There is \$400,000 in cash that will be used from the special assessment for the erosion project. A dues increase is recommended to be discussed at the annual meeting.
- Landscaping: Discussion ensued regarding watering and personal changes to common areas. "Hot Spots" are well-received. We have gone over budget with landscape architect, requiring the projects for the entrances to be pushed to 2016. The suggestion is made to increase the involvement of the Landscape Committee and recruit more members.

Management Company Report & Action Point Review

- Frank Colvett from GreenScape presented his proposal. GreenScape did many "Hot Spots" in HT and will be doing the landscaping on Harbor Town Square. If approved, the company would like to start ASAP and would attend future board meetings and do walk-throughs with management.
- John Ward from Southern Pump and Filter discussed putting a pump from the Harbor to Skating Pond. Having a float switch and the quality of water from the Harbor were discussed.

Old Business

- 2015 Projects:
 - Ponds
 - Leak Repair: SWR has repaired about 90% of the leaks from Skating Pond.

- There is a bid presented for the landscaping of Taylor's Pond for \$7,361.
- Harbor Town Square: management presented the bids
- Erosion: Magnolia Underground has been in touch with Management and the barge company. It is discussed that this needs to begin ASAP since the river is falling.
- Reserve Study: No Update. Jason will work on a refund. Finance committee will update the draft with Jan.
- ⊖ Landscaping: A meeting with residents around Cricket Song Pond will be organized to discuss alternatives
- Gravel Paths: No good alternative for gravel was found. Management to obtain quotes for gravel paths in areas that don't flood.
- Other Management Issues:
 - Concrete walkway on North Entrance: Management is working to have Pugh's held responsible and pay for repairs. A bid for \$12,000 was received to replace the decorated concrete. There are cheaper bids, but the concrete will not be decorated.
 - Home Inspections: A district-based schedule was developed and inspections are tracked in a spreadsheet shared on a weekly basis with the board. Several letters will be sent out. Christy Shields is worried that "being nice" will not work to have some homeowners complete the necessary work on their homes. It is noted that letters would also need to be sent when residents violate the date range for allowable political signs
 - Waste collection: Management has received a higher bid from Waste Pro. Switching garbage/recycle days is discussed, but decided against.

New Business

- Landscape: The board discussed the hardscaping bids received and discussion ensued after the motion to move forward with Diversified Builders was seconded, after this discussion the motion was postponed indefinitely. Megan makes a motion to move forward to have BHS do the concrete work and GreenScape for soft-scape. Karl seconded. No one opposes. The Motion passes unanimously.
- Taylor's Pond is \$7,361 to finalize erosion and landscaping. Bill makes a motion to continue with erosion/landscaping Taylor's Pond with GreenScape. Megan seconded. No one opposes. The Motion passes unanimously.
- It is decided to hold off on The Cottages landscape until 2016 for budgetary reasons.
- Megan makes a motion to move ahead with GreenScape "Hot Spots" number 2. Nicole seconded. No one opposed. The Motion passes unanimously.
- Reserve Study: The draft budget is set to be finished by the next meeting.
- Pugh's Contract: It is decided to wait until the board can review the GreenScape contract.
- Elections: The board would like to have the current board members set the 2016 budget. Elections will be held on October 24th 2015.
- Insurance: Bill would like to make sure that all vendors be listed as additional insurance.
- Sun Times: It is suggested that there is a committee formed for the Sun Times. Jan will contact Kathy Kelly about leading this.

Calendar Review

- Elections will be held on October 24th 2015.
- Opera Memphis would like to schedule the event at 6pm rather than 6:30pm.

Meeting was adjourned at 8:20 pm with the board going into an executive session.