

Harbor Town Community Association
Board Meeting Minutes
Maria Montessori School
Tuesday, May 27, 2014
5:30 PM

President present: Craig Cardwell

Board members present: Russell Carter, Megan Dress, Bill Graves, Cristina Guibao, Dawn Nielsen, and Nicole Storey.

Property management representative present: Elizabeth Glasgow and Debbie Woodard.

Homeowners Present: Jan Bouten, Jeremy Benkin, Stan Hyland, Guy L'Heureux, Cathy Smith, Susie Graves, Kim Schwartz, Margaret Cardwell, Barney Lee, and Marilyn Brien.

Dawn called the Board meeting to order at 5:30 PM.

Megan made a motion to approve the April edited meeting minutes. Russell seconded the motion and the motion carried unanimously.

Homeowners Questions and comments:

Guy L'Heureux – asked about the ponds and status of repair. Requested extension of knee wall at Cricket Song Pond.

Commercial District - Russell requested a notice sent to the Harbor Town Commercial District reminding them of the Harbor Town 5K concerning shutting down the street.

Arbors Apartments – Nicole asked about the pavement by the leasing office. Elizabeth is consulting with A2H on obtaining a set of specs for the paving needs throughout the community for an RFP to paving contractors.

Finance Committee – In the absence of a Finance Committee member, Craig reviewed the May financial reconciliation.

25th Anniversary – Megan – waiting on banner prices. Appreciation gifts for owners/residents to be a 2015 budget item.

Management Report and Action Item review – Elizabeth had previously distributed a management report to the Board. Collections – \$1000 more in A/R has been paid. HT5K – Elizabeth will confirm time HTSquare will be blocked off. Gates on Greenbelt Park lots – will be addressed at June 2nd Budget Meeting. Action Items - Craig stated there needs to be money allocated for the grass replacements in the

median areas. July 4th – courtesy officers need to be engaged by HT and correspondence with MPD needs to occur weekly prior to the Mud Island event. Elizabeth reported a water meter break at 1022 Harbor Bend Circle caused by the Association tree roots. Russell reported a cable line sticking out at 853 Harbor Bend. Elizabeth will contact Comcast.

Old Business

Ducks – Jan gave the following report - We currently have 3 little Muscovies that hatched late April. Look for them around Mallard Pond (corner of Harbor Town Boulevard and Harbor Bend Road). The 6 member Duck Committee has been keeping a close eye on our duck population, tracking the population and breed of ducks. From our observations over the past month we have a steady population of approximately 7 Muscovies and 3 Blondes. Another 3 Muscovies and 3 Mallards are fairly frequent visitors. This spring, 16 ducklings were hatched in Harbor Town. Of those, these three have survived. The committee is reconsidering the duck houses as the one in Mallard Pond is filthy and had a dead duck in it.

2014 Project Status and Schedule – Elizabeth reviewed the previously distributed spreadsheet in the Board package.

Election District Reapportionment – tabled until June 16 meeting.

Erosion on Wolf River Harbor Bank – Craig asked A2H to give an over the top cost estimate and distributed these numbers to the Board. Elizabeth to begin permitting process with A2H. Letter to be prepared to owners by Craig and Board notifying all owners/residents of anticipated costs.

Harbor Village Circle drainage – A2H has plans to present to the City for approval with permit/review fees.

Parking – no update.

Art Installation at Harbor Village Circle – Craig has the latest picture. Dawn asked if the adjacent neighbors have approved the concept; Craig responded yes.

Pumping water from the Harbor/Ponds – Ponds in general – A2H needs to write specification to address banks and slope for each pond individually not addressed in proposal provided by Civil Concepts. While specs being written, Elizabeth to have all ponds unplugged, but not fill with City water.

Pumping water from Harbor – Elizabeth, Craig, A2H, Tony meeting to discuss options on Wednesday 5/28.

July Meeting – meeting to be held on Monday, July 21st.

August Elections – Districts 1 & 2 and President are up for election. Elizabeth to announce is weekly updates and June/July Sun Times.

930 Harbor View Estate Sale – Owners have requested permission to have an estate sale May 30-June 1. Courtesy officers need to be in place to help with traffic. Management will notify adjacent residents of sale and ask for them to park elsewhere the days of the sale.

Management Company Transition

- Transition expenses – printing, food, travel
- Transition checklist – HOAdv has given checklist, Board approved Henry Turley Company authority to provide requested transition information to HOAdv
- Start up expenses – need latitude to get things done
- Due Diligence report – Russell and Craig visited Atlanta and performed the duties on the Due Diligence checklist.
- Building Link expense addition - Concerns about cost discussed. Carter Haston paying \$2,600 for one of Nicole's properties with 244 units vs \$19,000 for all of Harbor Town (1000 units). Craig to get exact price/proposal from HOAdv.
- Russell made a motion to enter into management agreement with Homeowners Advantage substantially in concurrence with the completed negotiation including the final contract. Cristina seconded the motion. Bill wants to see a copy of the contract prior to execution. Craig will send the contract to all prior to execution. The motion passed unanimously.

Craig reported that new insurance for General and Excess Liability coverage is needed since Harbor Town will not be covered under the Henry Turley Company umbrella after June 30.

Craig asked everyone to think about 2015 projects and Capex for the June meeting.

Review of Annual Calendar Items – No changes. Dawn will contact the Dog Show Committee to request updates at meetings between now and November 2 – the date of the event.

The Board meeting adjourned at 7:44 PM and the Board and Craig met in an Executive Session.

After the meeting –
Via email 6/5/14

To expedite the acceptance process so that Craig may sign the contract, Russell has made a motion "to accept the contract executed by HomeOwners Advantage and authorize our President, Craig Cardwell, to sign it."

Cristina seconded the motion.

The vote is...
Dawn Nielsen in favor
Russell Carter in favor
Megan Dress in favor
Bill Graves in favor
Cristina Guibao in favor
Nicole Storey in favor
Emily Kirk on leave

Via email – 6/5/14

The motion was raised by Russell Carter:

"I make a motion to proceed into a contract with Building Link in coordination with a finished contract with Homeowners Advantage."

The motion was seconded by Megan Dress

Discussion: Craig Cardwell and Nicole Storey have looked further into the price differential. Building Link charges \$24/unit. It offers a discount for volumes above 500 units and also at lease-up (when a good deal of units are still vacant). No other discounts are given. Our estimate cost of \$19,000 assumes 1000 units; that volume gives us a 20% discount. The discount will be smaller for fewer units. We will be billed 1/4 of the annual amount in July and again in September, so our first half of the year with Building Link will be prorated. Citizens are likely to appreciate that the resignation of the Henry Turley Company was an unplanned event, forcing transitional costs; Building Link may be considered one of those costs.

Those voting for the motion:

Dawn Nielsen
Russell Carter
Megan Dress
Cristina Guibao
Bill Graves
Nicole Storey

Those absent:

Emily Kirk

No opposing votes