

Harbor Town Community Association
Board Meeting Minutes
Maria Montessori School
Monday, July 21, 2014
5:30 PM

President present: Craig Cardwell

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

Property management representatives present: Elizabeth Glasgow and Jason Welchel.

Homeowners Present: Barney Lee, Jeanne Garlock, Marilyn Brien, Susie Graves.

Russell called the meeting to order at 5:33 PM.

Cristina made a motion to approve the June 16, 2014 minutes as written. Emily seconded the motion and the motion carried unanimously.

Homeowners Questions and comments: none.

Commercial District - Russell reported that the 2015 Crawfish Festival has been tentatively set for April 18th.

Arbors Apartments – Nicole reported that occupancy continues to be down a little.

Finance Committee – Phil reviewed May financials.

25th Anniversary – Megan reported that she is in discussions with ULI about an event in September on a weekend. She also reviewed the time capsule plan. The business appreciation gifts are being revisited. Craig asked for Obsidian to write a cover letter for the violation letters to soften the notice of infractions.

Management Report and Action Item review – Elizabeth had previously distributed a management report to the Board. Management will resume the property inspections of the individual homes. A folder will be set up with a sheet and pictures for each property to be kept in the binder. Management will set a schedule to inspect about 10 homes a week and rotate after the entire neighborhood has been completed.

Old Business

HOAdv Management Transition status; BuildingLink implementation; incentive compensation and how to proceed – Jason reported the transition is on track; all materials have been received by Henry Turley Company. Jason and Rich Hagan have created and

incentive compensation listing and will discuss more in depth at August meeting. Building Link is anticipated to go live in September.

July 4th Wrap up – Elizabeth reported an incident with a pizza delivery driver and parking issues on Marina Cottage Drive and under the Beacon and Regatta Buildings.

2014 Project Status

- Erosion on Wolf River Harbor Bank – status of letter to Titleholders – Craig reported will draft letter to owners when complete information is received by A2H. The storm drain lines are insured and HOAdv will pursue and insurance claim since they are covered.
- Harbor Village Circle entrance drainage – plans have been approved and bid package is being prepared by A2H.
- Ponds – Draft bid package prepared by A2H. Final package to be provided to bidders on August 1st.
- Painting – Only a few outstanding items. Bill Graves is reviewing painting when completed.
- Pumping water from harbor – per A2H, not a viable, feasible option.
- Lighting Retrofit – all lighting fixtures installed, bulbs in entrance fixtures to be installed week of 7/21/14.

Art installation at 3rd Entrance – Craig reported that the schedule to install the sculpture is the first part of August.

Montessori School clean up and dock repair – dock has been repaired. Mowing and weed-eating of grassy areas is being performed by Pugh's. Fence repair and painting is scheduled for first week in August.

Election discussed at this time as Emily needed to leave early. Election to be held August 2, 2014, 9:00 AM – 12:00 PM, Association Office. Vickie Clark and Maggie Hollabaugh will be manning the election. Proxies are to be delivered to Secretary before 9:00 AM Saturday morning. To be eligible to vote, the owners account must be current in their fees; all balances must be paid by July 31st. As Secretary, Russell stated he would vote however a person wants to cast their vote on a proxy.

Median landscaping status – awaiting a price from Pugh's for replanting medians with sod/groundcover.

Parking – no report

Curb appeal items – Management creating lists of items that need attention.

New Business

2015 Projects, needs, Capex – Craig distributed list at July meeting. Board wants to finish 2014 projects prior to making recommendations on 2015 items.

2014-2015 Insurance - D&O and Liability coverage, cost, and terms – coverage renewal with Lipscomb & Pitts the same coverage as held when under Henry Turley Company liability policy at a lower cost.

Golf Cart – Management suggested to table until 2015 budget review as current cart has been repaired.

Weekly update content – Elizabeth asked if including events for Commercial District are appropriate for the email update. The Board suggested waiting until Building Link is launched so the businesses can add their events to the calendar. Also, Facebook and NextDoor can be used to advertise these events.

Equity Resolution 9 was signed by the President and Board to officially execute the Resolution.

Review of Annual Calendar Items – Add Crawfish Festival (4/18/15)

The Board meeting adjourned at 7:18 PM and the Board and Craig met in an Executive Session.