

**Harbor Town Community Association  
Board of Trustees Meeting – February 17, 2020**

Location: River Hall – 726 Island Drive, Memphis TN 38103

Association President: Debby Allen

Board Members Present: Jane Pirani, Bill Graves, Renee Trammell, Ann Sparks, Rhonda Brown

Absent: Amanda Hall

Parliamentarian - Daniel “Jay” Earheart-Brown

Representing Management: Elaine Aeschliman, K. Anthony Bologna

Board Chair Jane Pirani called the meeting to order at 6:00 PM.

**Approval of January Board Meeting Minutes**

The January meeting minutes were posted on Trello (Internet based collaboration tool) for the Board to review. Bill Graves made a motion to approve the minutes. Ann Sparks seconded the motion and the motion passed.

**Adoption of the Agenda**

According to Roberts Rules of Order, Jane Pirani asked for a motion from the Board to adopt the agenda as presented. A motion was made, seconded and passed.

**Homeowners Questions and Comments (30 minutes)**

A Regatta resident inquired about getting the directional arrows in the street painted. Management responded that this job will be done on February 20.

**Reports**

**Commercial District:** no report

**Arbors Apartments:** Clubhouse upgrades finished

**Landscape Committee:**

Jodi Rump reported the following:

- Lighting installed;
- Cedar tree damaged in storm replaced;
- Spring mulch laid;
- Spring spraying has started.

**Town Code Advisory:**

Don Ray reported that the By-laws require this report to be given in executive session to discuss the conflict resolution with Tony Bologna serving on the Board of Trustees representing the Commercial District.

**Finance:**

Mike D’Amico reported that the committee recommends the budget be approved with the following changes:

- Paving be put on hold until 2021;
- Erosion be addressed this year;
- Need an understanding of the bank erosion repair cost;
- Mallard pond completion cost;

- Capital reserve funds be moved from current MM account to several different financial institutions to ensure that the money is protected and get better return on the funds and they are FDIC insured;
- 2 new people joined the Finance Committee – Elaine Cathcart and Barney Lee.

Bill Graves stated that \$50,000 needs to be ear-marked to go back into the Working Capital account to replace the account for those funds transferred without Board authorization in November.

### **Management Company:**

Anthony Bologna reported the following:

- Sidewalk repairs – bid from Baltz and Sons Concrete (\$11,500) and BHS Concrete (\$12,445). Need Board approval.
- Village Park Ramp stabilization project – bids Diversified Builders (\$58,000); SWR (\$62,350); Zellner (\$49,800). Need Board approval.
  - Bill Graves asked if every bid includes safety fencing. Anthony to check with all contractors and report back to the Board.
- McDonald (799 Harbor Isle Circle E) and Scarborough (754 Island Drive) design review requests were approved by the Town Architect. Need Board approval.
- Ben's Park – playground area work scheduled to begin this week.
- Area behind Running River – bids from RNEC (\$23,000), M&H Contractors Inc.(\$35,000) and waiting on bid from Zellner.
- The pot-holes are to be repaired and restriping and arrows painted in the commercial district are scheduled for this week.

Renee Trammell reported that there are holes forming at the Ben's Park and some erosion issues from the curb to south of the swings.

At the request of the Board, Jodi Rump will ask Naturally Green to look at the Ben's Park erosion problem.

### **OLD BUSINESS**

#### **2020 Budget**

Bill Graves made a motion to approve version 3.5 of the budget as presented to and approved by the finance committee. Ann Sparks seconded the motion and the motion passed.

Bill Graves made a motion to authorize Debby Allen to work with management to transfer funds from the current banking institution as recommended by the Finance Committee not to exceed \$250,000 assigned to a single institution. Rhonda Brown seconded the motion and the motion passed.

#### **Contracts**

Signal 88 – contract signed by Debby Allen and Jane Pirani

Maria Montessori School – need a revised lease agreement to reflect the renewal in November 2019.

Anthony Bologna addressed Mallard Pond:

- There are aesthetic issues;
- Engineer Lee Davidson brought in a landscape architect to give his thoughts on the project;
- A suggestion was made to raise the level of Mallard Pond six inches (6") which will have no negative impact;
- The pond is down to 8" of exposed rock;
- Debris will build back up in the bottom of the pond;

- Monkey grass or mondo grass will grow in this area and will keep the ground from washing into the pond;
- Till in some kind of solidified material (clay, lime or bentonite) to keep water from washing through the soil;
- Install a sub-grade plastic grid approximately 950 ft. to 1,000 ft around the pond. This option will have to be done by hand.
- The area around the pond is not going to dry out as needed.

Questions from the Board are when can RNEC start and how long will it take to complete the Mallard Pond project. Anthony Bologna will request that RNEC correct what they are planning to correct based on their original contract and furnish a timeline to complete the work.

Bill Graves stated that all the above information reported by Anthony Bologna regarding Mallard Pond needs to be submitted in the format submitted by the engineers.

### **Rump/Keller deck**

The Board has requested an engineering report be done at the homeowner's expense on the area around the failed pool deck. The insurance inspector with Philadelphia Insurance wants to look at the area including Rump/Keller property.

### **Northeast Property Line**

Jane Pirani stated that there is nothing new to report at this time. This matter may need to be taken to mediation.

### **Sidewalk repair**

The Board requested detailed specifications from the Baltz concrete bid.

### **Parks and benches**

Renee Trammell asked about replacing the aerator at Portico with a fountain on a timer.

Anthony Bologna responded that a more reliable and dependable contractor needs to be used as there have been on-going issues with Southern Pump & Filter. Anthony was asked to provide the Board with a detailed list of past issues with Southern Pump & Filter.

Bill Graves made a motion to accept the design reviews for Scarbrough 754 Island Drive and McDonald at 799 Harbor Isle Circle East. Ann Sparks seconded the motion and the motion passed.

Rhonda Brown made a motion to go into executive session. Renee Trammell seconded the motion and the motion passed.

The Board meeting adjourned at 7:11 PM.