

BOARD MEETING MINUTES

Wednesday January 21, 2015 5:30PM

Maria Montessori School

Attendees:

Association President: Jan Bouten

Board Members: Cristina Guibao, Board Chair; Megan Dress, Board Secretary; Bill Graves, Billy Bond, Karl Freidrich

Homeowners: Jodi Rump, Mary & Stan Hyland, Craig Cardwell, Dave & Marcy Zini, Karen & Tim Soro, Sarah Newstock, Christy Riggs, Mark & Jane Stephens, Phil Gray

Management Representatives: Erin Walker and Jason Welchel.

The meeting was called to Order at 5:30PM by Cristina.

Approval of the November 17, 2014 Meeting Minutes: Bill motioned to approve as written, Karl seconded and motion carried unanimously.

Homeowners Questions & Comments: none.

Reports

- Commercial District: 1) Discussed new signage design, next step is to get pricing and gauge interest from tenants. Design sent to Landscape Architects for reference. 2) Management to look into pricing for hanging baskets in the commercial district.
- Arbors Apartments: no report.
- Finance Committee: Phil Gray reported on behalf of the finance committee.
- 25th Anniversary Committee: not report.
- Mud Island Consortium: Jan and Erin will represent Harbor Town at the consortium and report to the Board of Trustees. Management to check gate times at parking lots.
- Landscape Committee: Jodi Rump reported on the meetings with Landscape Architect and discussed revitalization bringing back wow factor. Main initial focus are the entrances and main streets. Schematic deliverables planned for Feb 27. Drawings will be made available to all residents to show what the changes will look like.

Management Company Report & Action Point Review

- Receivables: At the end of 2014 there were delinquent payments in the amount of \$16,931.38. Of that amount \$2,382.07 has been collected. There are 3 units in collections. Clarence Davis has paid the court and we are awaiting payment. Jenny Perkins has made a partial payment, but lien has not been released. Lien has been filed on Garland.
- Building Link update: Due to lack of use and lack of customization options, the decision was made to give 30 day notice of termination of the service and request a prorated refund. Management will look into replacements that can handle maintenance requests.
- Incentive Compensation: Revised language from the board was included in the draft and was amended to reflect the 20% outlined in the management agreement. Draft contract addendum was presented. Board to review and vote at next meeting.
- City of Memphis Neighborhood Watch Grant: grant was awarded and funds should be received over the next few weeks.
- Town Advisory Committee: Management has requested the Town Advisory Committee (TAC) prepare new letters to be sent out for violations. These letters will have varying degrees of language based on the term of the violation.
- Town Advisory Committee: Management has asked the TAC to review Equity Resolution 8 as it relates to satellite dishes and whether the resolution is in violation of the FCC OTARD rule

- Elections: Management will work with the TAC on revising the documents to allow for the annual meeting to be held after the budget is approved. This might change the date of the annual elections based on the timing required between the elections and the annual meeting.
- Pager: management will discontinue using the pager and forward the office phone to the association cell phone at night.
- Landscaping contract: Management is satisfied with Pugh's improved performance.
- Gazebo and front entrance work: Management recommends delaying work on the front entrance until the landscape architect has presented drawings. Management will get bids for the gazebos to present to the Board at the February meeting for work to start in the spring.

Incident Report Review: none

Old business

2014 Major Projects:

- Erosion Wolf River Bank update: Meeting was held on January 12, 2015 with 6 interested vendors. A2H has submitted the draft scope to Dr. Ashraf Elsayed (the geotechnical engineer) and is being reviewed. Everything will be done by land, not by water.
 - Harbor Village Entrance Drainage Construction: completed
 - Ponds Update: board decided to contract the work with Magnolia Underground and discussed starting with Taylors Pond because it was more economical and has more issues with curb appeal. Several homeowners presented their concerns and it was decided to have them review the engineering plans before any final decisions are made.
 - Landscape Architect – reported on under committee reports.
- Archery allowance: received correspondence from Myron Lowery and there is nothing in the City Ordinance prohibiting use of archery equipment on private property. Jan will inform the resident of the community's concern and ask the resident to be sensitive to these concerns.
 - Resident Survey: revised survey was presented. The board request added verbiage about street legal golf carts.

New Business

- Events for 2015:
 - Easter Egg Hunt: Dawn Nielsen is not going to be in town, so Erin is sending out email for volunteers. Obsidian PR will work on an announcement.
 - Crawfish Festival: Russell Carter will be invited to present this year's plan at next meeting. This year's festival will mark the end of the Harbor Town 25th anniversary celebration.
- Building Link: Bill made a motion to serve Building Link 30 days notice of HTCA's intention to terminate the contract. Megan seconded the motion and the motion carried unanimously.
- Maria Montessori School Boardwalk proposal: The board was presented with a proposal to construct a boardwalk. Megan made a motion to allow Maria Montessori School to construct the proposed boardwalk, given that the school will be responsible for the cost of construction and maintenance, and given that the Town Architect approves the plan as presented. Bill seconded the motion and the motion carried unanimously.
- Board Meeting Time Change: Some board members and residents would prefer to have the board meetings start at 6:00PM. This discussion will be tabled until all board members can opine on the matter.

Management left and Executive Session began at 7:00 PM.