

Harvest Ridge Townhomes Association, Inc.

Special Board of Directors Meeting Minutes

November 2, 2022

The meeting was held at the office of Z&R and was called to order at 3:50 p.m. Present were as follows:

Mike Carton	President
Gary Thompson	Vice President
Rick Sorenson	Secretary (by Zoom)
Bob Shaw	Treasurer
Beatrice Behrens	Director at Large
Maurice Marks	Director at Large
Derek Patterson	Z&R Property Management

A Board agenda was issued by email before the meeting.

Old Business:

There was a discussion on repairing the street at 2698 Avalanche Heights. A motion was made to approve the bid as submitted, which carried 6-0 in favor.

There was a discussion on painting the handrails and retaining wall fencing in three locations. A motion was made to approve the bid as submitted, which carried 6-0 in favor.

There was a discussion on the updated HB 22-1137 Policies, as noted from the law firm's recommendations. A motion was made to approve the three policies as submitted, which carried 6-0 in favor.

New Business:

There was a discussion on what landscaping improvement projects will be completed in 2022 and 2023. Mr. Marks reviewed his notes and email feedback from other members. A motion was made to proceed with three projects (2619 AH, 2635-2643 AH, and 5832-5828 NC) to install new rock upon the final review of bids from Rockledge. The motion carried 6-0 in favor noting the work is hoped to be completed this fiscal year. A meeting will be conducted with Rockledge to finalize these items.

It was noted that Ms. Heather Baldwin volunteered to serve on the ACC. A motion was made to appoint her, which carried 6-0 in favor, making three members. Mr. Thompson will remain as the Board ACC Liaison.

It was agreed to discuss with Rockledge plans for improving the north fence line Common Area from New Crossings to Roy Heights; for 2023.

The owners of 5828 NC submitted two email letters to the Association regarding the Annual Meeting. Mr. Carton reviewed the letter emphasizing three different topics and response points, which will be issued after the meeting. A second email letter was received from the owner of 2674 AH regarding the Annual Meeting, which was previously responded to.

There was a discussion on Board email communications, and it was noted that the Manager's email is used as the primary email address for each Board member.

It was agreed to try and book a community meeting room at Fire Station 14 on Dublin Blvd. for the 2023 season (and, if possible, to have a Zoom option for owners ~ this must be tested as there is no Wi-Fi in the meeting room).

Mr. Carton reviewed the Association's policy for the Conduct of Meetings, and Mr. Thompson apologized for cursing at the Annual Meeting.

Mr. Patterson reviewed the process for email voting outside a regular Board meeting.

There was a discussion on owner and Association communication methods (newsletters, mailbox flyers, email alerts, and postcards).

Mr. Patterson discussed a modification to the 2023 budget upon finding an error in one of the Excel cells. The error was corrected, and the insurance renewal numbers required reallocating different line-item amounts. A question-and-answer period followed, and the budget remains balanced at the approved dues level.

The owner of 5854 RH submitted a request to install privacy slats on his rear patio stucco wall. The ACC members were not in unanimous agreement, so the request came before the Board for review. A question-and-answer period followed, and a motion was made to approve the request 5-0 in favor with 1 abstention.

It was agreed to issue a postcard asking for residents to place their totter on the street curb, which will put the truck further into the road preventing damage to the asphalt road edge.

There being no further business, the meeting was adjourned at 5:38 p.m.



Derek Patterson
Property Manager