

# Harvest Ridge Town Homes Association, Inc.

## Board of Directors Meeting Minutes

### April 15, 2020

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Due to the COVID-19 Stay at Home order, the April Board of Director's meeting was held by email. Present were as follows:

Gary Thompson	President
Michelle Klingenberg	Vice President
Lori Jordan	Secretary
Bob Shaw	Treasurer
Beatrice Behrens	Director at Large
Derek Patterson	Z&R Property Management

A Board packet was issued by email along with an explanation cover sheet which detailed all of the items which required a vote and which items were for review and discussion.

The following items were unanimously approved by an email vote, (Action Taken Without a Meeting) with all items being approved 5-0 in favor.

1. The December Annual meeting minutes were reviewed with no changes and the December Board meeting minutes were approved.
2. Renewal of Rockledge Landscapes 2020 contract.

The following items were reviewed:

- The February 28<sup>th</sup> finances and Aged Report.
- The Top 10 List.
- The Reserve Expense Projection through 2023.

The following items were discussed or noted:

- Assisting residents with contractor/bid pricing to have their sewer line cleaned from the home to the main line.
- It was agreed that no late fees or interest will be posted for any resident past due on assessments until the Stay at Home order is lifted.
- Street repairs and sealing.
- Stucco repairs (upon inspection for 20 homes each year).
- Adding new fencing above different retaining walls (one fence for this year).

The next scheduled Board meeting is June 17, 2020.



Derek Patterson  
Property Manager