



REGULAR BOARD MEETING

Tuesday November 29, 2022

Board Members attending were Mr. Hank West (President), Mr. Terry Helsley, Mr. Stan Seabrook, Mrs. Patricia Jenkins; attending via zoom: Ms. Taryn Trefethen-Boileau, Mrs. Julie Lucas (Vice President / Secretary), Mr. Ozzie Nagler, Ms. Liz Mooney, Ms. Crystal Bowen

Association Staff attending were Ms. Cindy Kellett, Mr. Kaden Watson, Ms. Betty Brooks, Mrs. Danell Gunter, Mr. Scott Lynch, Via zoom: Mr. Ray Cloutier, Ms. Yolanda Vinson

Residents: Ms. Ruby Hall

Mr. Hank West, President, called the meeting to order at 6:05pm. A quorum was present.

Mr. West asked for a motion to approve the minutes from the October 25, 2022 Regular Board Meeting. Mr. Helsley mentioned a sentence fragment (page 2) that was recorded to be changed in the final document. Ms. Bowen motioned to approve the minutes with correction, Mrs. Jenkins seconded. Minutes were approved unanimously.

Mr. Ozzie Nagler, DDRC Committee, gave the DDRC report:

DDRC Report

- **Homeowner**, Solar approved, – Bradstone Rd – “Glenridge” area (across Broad River Rd), 11-01-22.
- **Alpha Nail Spa**, signage approved – 120-B Columbiana Cir (new building replacing Ruby Tuesdays), 11-02-22
- **Homeowner**, Solar approved – Yearling Ct. “Bellemont” area (near Midlands Technical College), 11-07-22.
- **“snipes”**, signage approved – Unit 19B, 264 Harbison Blvd (in former “Jimmy Jazz” space) Harbison Court Center, Nordstrom Rack, et al), 11-18-22.

Mr. Ray Cloutier, Chair DDRC, RDRC Cmte., Development Director, Senior **Advisor provided the RDRC report:**

RDRC Report

- * **Replacement Windows approved**, Timberhill Ct - “Archers Courts” area (off Archers Ln), 10-24-22.
- * **6’ Wood “Shadowbox” Privacy Fence approved**, College View Ct - “Archers Courts” area (Archers Ln), 10-27-22.
- * **New Vinyl Siding approved**, Arborview Ct - “The Arbors” area (across Broad River Rd), 11-04-22.
- * **8’ x 7.5’ Resin Utility Building approved**, Woodleaf Ct - “Archers Courts” area (off Archers Ln), 11-09-22.

Dominion Lights Mr. Ray Cloutier gave a report on the Dominion light issue.

Mr. Cloutier said that pretty much every light has been replaced, poles and fixtures. Dominion found that many lights are not working. Mr. Cloutier is working with the local Dominion contact in charge of the project. He sends an email with location and number. Work orders are developed for the lights for the Dominion crew or subcontractors to work on. Issue of 25 or so lights on one portion of the pathway.

Powell Myers, head of their maintenance. Told Ray that when there are consecutive lights out in this number it is usually a wiring issue. The wiring goes back to original development 40 years or so and has aged

considerably. Mr. Myers says they are taking care of it but it will require boring and will take longer. There have been many complaints about lights being out after replacement or continued outage after replacement. Mr. Cloutier will work toward Dominion having a representative on site for the January Member Input meeting with board and members for question/answer session. For a firsthand perspective of the issues.

Mr. Cloutier, former Executive Director Dave Grove and Ms. Cookie Brooks met with Dominion Energy to negotiate a contract to change out the old Dominion lights on pathways and in neighborhoods and accept the very small electrical bill from each to be added to the overall Harbison bill.

Mrs. Lucas stated they are also changing out transformers as needed as well.

Budget was presented in final form to board for approval. Ms. Kellett, went through the budget for Harbison Community Association explaining some higher costs from last year due to deferred maintenance and natural wear and tear on equipment. Upgrades on some equipment was necessary in the case of phone, Internet and security.

Not absolutely necessary to increase assessments this year, flat fee increased \$10.00. No one wants to increase but costs are increasing everywhere.

We anticipate ending the year in the black, even with some large, unexpected expenses. We tried to be very careful in our spending as staff dealing with a new Director and not having been through a budget cycle together.

The 2023 budget was handed out at the October Board meeting. I would like to mention a few notes and reiterate a few items now that you have had a chance to review.

Our grounds maintenance budget has been increasing steadily. During covid we dramatically reduced staff and the maintenance department was deeply affected. We have continued to hire when needed and where possible. There continues to be somewhat of a labor shortage. In the maintenance department specifically, we chose to incorporate contractors to fill the void. Our intent is to determine what can best be done in house *cost effectively* with contractors as the cost of materials and labor continue to rise. We will continue to monitor how best to get the best results in the most cost-effective manner.

Major Expenses (Mostly Repairs) for 2022 Unexpected - Expected

- Feb 2022 – Emergency repair of 2" water lines in pool ceiling. \$6,379.00
- April 2022- Multipurpose flooring- \$10,000
- June 2022- Dance Room HVAC replacement - \$13,000
- Increase in liability insurance premium of \$21,082.34 as the lifeguard payroll was not included by HCA when premium was originally calculated.
- July 2022- DHW Boilers replaced- \$50,000
- August 2022- Elite Fitness Room HVAC replacement-\$13,000
- August 2022- Lobby Flooring- \$14,000 but intentional
- November 2022- Hot water heater for pool \$11,000
- NEW, as of last night, Gym HVAC Unit will need re-wiring, electrician will be needed, purchased in April 2018, smaller unit installed \$75,000

2023 Major Expected Repairs

Intend to use reserves if needed **so as not to have to defer** for: repairs of the pool ceiling, Lobby HVAC, ADA curb cut in from of the Center.

There was a question about the assessments rate and flat fee. In the past, concerns by residents that the value of more expensive homes made them pay more substantial assessment fees than others. The board asked the association attorney. They developed a flat fee to offset the difference. We still use a formula to be sure we make assessments as equitable as possible. This is the first time the board members can remember increasing the flat fee but it is minimal but helps with budget for 2023.

Mr. West called for other questions on the budget. Mr. Nagler brought up that we try to put funds back in reserve funds. There is not a budget item to add funds back. Mr. West said have used late fees to add back in the past. Mr. Nagler said beyond the late fees we have added additional funds. Mr. West mentioned the new housing development being built on Broad River and Piney Woods. Mr. Nagler said it was moving slowly. Assessments are currently being paid only on undeveloped land. Mr. Nagler and Mr. Cloutier agreed that once the development begins, they expect it to move quickly.

Our Finance department has reduced delinquencies to a current level of roughly 8% so this is not the best source of replenishing reserve funds. Mr. Helsley mentioned the domestic boilers were \$50k. That was a planned expense, but the pool heater was not. To anticipate future expenses, staff have produced a reserve study that we are using to anticipate future expenses and reserve funds needed. We will be combining the studies and provide at a future board meeting. Perhaps we can make some decisions as to planning for replenishing.

Mr. West called for a motion to approve the budget as presented. Mrs. Lucas made a motion to approve the budget as presented, Ms. Bowen seconded, the budget passed unanimously.

Covenants Report, Ms. Kellett, Director Scott Lynch is out today.

- We are trying to tie down some of the covenants and clarify them to be able to enforce including what we should/need to enforce.
- Our Covenants and Facilities Director, Scott Lynch hired Dupree Wilkins in October as Covenants Manager for Covenant patrols and better coverage and enforcement for covenant issues.
- Previously employed by HCA, knows community.
- Scott and Dupree spoke at a resident meeting at Woods Edge (Julie) to discuss safety issues and any covenant concerns.
- Continue to **educate residents** about the role of Covenant Enforcement, what the Declaration of Covenants covers and what it does not. In person, newsletter, online, social media.
- Scott was instrumental in replacing our domestic hot water heaters (boilers) in July. We have seen a drastic reduction in gas consumption for the building. So far, we have seen a drastic comparison in monthly gas bills. Scott will continue monitoring and plans to implement new techniques to reduce electrical consumption as well.

Mrs. Lucas commented on the great presentation that Mr. Lynch and Mr. Wilkins presented at the Wellspring Apartment tenant meeting.

Mr. Seabrook asked about fires/burning at residences as far as covenants. Ray explained that small grills, or small firepits are not violations. Burning piles of leaves, yard refuse or household items are covenant violations but must be reported and the person reporting is usually asked to be a witness. Brick fire pits may be acceptable if organized/orderly, burn barrel not acceptable.

NO Trash receptacles in front yard, must be behind the house line.

Mr. Helsley brought up neighbors parking in the road. It is not illegal, if obstructing it becomes a law enforcement issue. Law enforcement is the authority on this issue, there are no covenants that govern the issue.

Programs Report, Ms. Danell Gunter, Program Director presented, Halloween trick or Treat Trail, great success, lots of families, Crafts Fair- Multi-purpose room FULL, senior luncheons sponsored by the Harbison Foundation was full both days, had to turn down requests, Newsletter to come out in December, bringing back old events: Daddy/daughter dance, Mom and son superhero night, Paint class, family ornament class lots coming up.

Maintenance Report, Mr. Watson not available, coming out in December newsletter schedule of maintenance tasks, who, what, where things are happening in the community. Although some of these schedules change due to emergency situations or priorities, these are regular chores and maintenance tasks performed throughout the community.

Executive Session Mr. West, called for motion to go into Executive Session, Mr. Seabrook made motion to go into Executive Session, Ms. Bowen seconded. Took a five-minute break before starting Executive Session.

Ms. Boileau made motion to come out of Executive Session, Mr. Nagler seconded and returned to Open Session.

Adjourn Mr. West asked for a motion to adjourn, Mr. Helsley made motion to adjourn, Mrs. Jenkins seconded, meeting was adjourned at