

HARBOUR TOWNE ANNUAL HOMEOWNER MEETING OCTOBER 10, 2009

President Steve Bradbury called the meeting to order at 9:00am and welcomed everyone to the 2009 Homeowner's Meeting for Harbour Towne. Introduction of Board Members Spencer Thomas – Vice President, Darrell Barber – Treasurer, Diane Roush – Secretary, and Dan Galvin – Communications. President Steve Bradbury then asked everyone if they had signed in. He then indicated that there would be an election for two board members, and that attendees should have received a ballot when they signed in.

President Steve Bradbury stated that the first order of business was to dispense with the minutes from last year's annual Homeowner's meeting, which were distributed with the December mailing. A motion was requested to receive the minutes as they were distributed ... a motion was received by John Flynn – E207, and seconded by Barbara Holan – W204. Motion passed.

President Steve Bradbury then turned the meeting over to the Property Manager, Lisa Hesprich, to give the report for the Developer.

Lisa Hesprich, of Nichols Management began with a run through of projects completed over the last year.

- Reinforcement of Dock F ... there is underwater bracing that should help stabilize the dock, along with a brace that comes up and around for double stabilization. She also stated that dock repairs have been down this year as a result of the breakwater. Lisa Hesprich also stated that the dock cables have been certified, which puts us in a better position to know which need to be replaced, which unfortunately wasn't done early enough with storm damage that was incurred.
- NO TRESPASSING and DANGER signs have been installed on the breakwater, as well as the blacktop being down and striped.
- There have been several leaks this year between the sprinkler heads, rain, and flashing problems with the siding.
- The railings have been painted on Hilltop, and look good.
- Heaters need to be replaced in the pool for next year. She stated that they replaced one last year, but due to age, the others are starting to fail.
- Water meters are being installed on pool and irrigation systems to save on sewer bills, Pressure relief valves are being installed.
- Fire sprinklers are being inspected and certified to ensure that they are working properly.
- Chimney sweep inspections will be performed again this year. Anyone that is aware of any problems, should let management know in advance, so they can be addressed.
- Dryer vents were cleaned this year. If anyone is still experiencing problems, please let management know. Joyce Kreyling of W1205 needs to have her hose rerouted, if possible, due to the fact it cannot be cleaned properly.
- The tennis court was sealed this year.
- A lot of tree work that will be completed this year. November 5th is the preliminary schedule for that to begin

Lisa Hesprich, of Nichols Management, stated that was all she had, asked for questions, and then turned the meeting over to Darrell Barber, Treasurer.

Darrell Barber, Treasurer,

LONG RANGE PLANNING

REPORT TO HOMEOWNERS - LONG RANGE PLANNING COMMITTEE

OCTOBER 10, 2009

Good Morning,

I'm Don Pogue E801. I'm with the HBT Long Range Planning Committee.

To brief you with this committee; it was formed in late 2007. Members were invited to join the committee at our Homeowners meeting that fall. Many of those who signed up then are still with the committee. Would each of you stand as I call your name.....? Paul and Linda Bock W1006, Howard Petit W1203, George Osman E802, Steve Bradbury W304, Joe Hesprich, Nichols Management and myself.

When Steve became our Executive Board Chair in 2008, I replaced him as Chair of this committee. Homeowners should appreciate that in addition to his Board responsibilities, Steve drives from northern Missouri to our committee meetings. He is an active participant and helps transition projects to the Executive Board.

If any of you are interested in becoming a part of our long range planning efforts talk to me or any other member after the meeting.

Our mission is to recommend to the Executive Board long range capital improvement projects. The projects are to include preventative maintenance and new improvements that will enhance the beauty and property values at Harbour Towne. The projects are to be currently unbudgeted (one calendar year). Thus, long range is defined as more than one year and less than ten years in span. Each project submitted for Board approval is to have a realistic cost estimate and an estimate of project completion from start to completion. Once approved, the committee will transition that project to the Executive Board or their designee for implementation. Also, a committee member is offered as liaison to facilitate this transition.

During 2008 the committee hired Harms Engineering to perform an engineering study for Harbour Towne that would include:

- . An inspection of the property with regard to visible infrastructure items.

- . Preparation of a report with an evaluation of items inspected and a realistic cost estimate for elements needing replacement within a 10 year time frame

Harms report was completed in late October of 2008. Their report was detailed and well received.

Overall, the engineer felt Harbour Towne was in good condition and they were surprised at the lack of major problems or issues. Most of the deficiencies they cited were items that could, upon Board approval, be handled by or subcontracted out by our Property Manager. The following items from the report were given priority by the Long Range Planning Committee: Top priority was Item (1):

- (1) Address mold issues due to moisture intrusion behind window flashings without overhead gutters and intrusion from siding damaged by hail. This item was added by the Executive Board in April, 2009 since it was not visible to the engineer.

Solution: During 2009 replaced hail damaged siding on several buildings and added roof gutters and new window flashings on all lakeside buildings that were without gutters. The Board has proposed moving forward to re-side, re-flash, re-caulk all buildings on an age priority basis. Unlike our existing siding, the new siding would be UV and hail resistant. Thus, \$33,700 total is budgeted for 2010 to replace the siding on E100 and W100 which are the oldest buildings in the complex.

(2) Erosion control along the West entry to our complex. The embankment and the lakeside edge of the asphalt drive, is beginning to erode due to the heavy rains we've experienced.

Solution: Budget \$14,000 for 2010 to install heavy rock (rip rap) down the embankment and repair the affected asphalt edges.

(3) Crawlspace moisture control and general repairs including concrete leaks, replace insulation, etc:

Solution: Budget \$6000 for 2010 to complete the work on all buildings. Budget is based on Nichols Management man-hours required in 2009 to complete three representative buildings, E700, W700 and 1100.

(4). Install safety handrail along our sea wall and at the two upper access ways at the clubhouse.

Solution: Preliminary 2011 budget is \$54,000 for this work. Proposed handrail would be aluminum double rail and powder coated Harbour Towne green.

(5) Repair approximately 145 ft of support wall footings along the east side starting at Building E900. Footing support rock is eroding from water runoff.

Solution: Preliminary 2011 or 2012 budget of \$16,000 for reinforced concrete to encapsulate the remaining eroded support rock.

In order to accomplish Items 1 thru 3 in 2010, we have asked the Executive Board for Homeowners approval to increase our quarterly assessments by \$0.05 per sq. ft. beginning January 1, 2010. This will generate approximately \$55,000 in 2010 and thereafter for preventative maintenance/capital improvement needs. It is important to note that the above project estimates are conservative. Thus, this committee recommends to the Board that any unused project funds carry over to the next calendar year or be used during the current year on other priority projects.

Don Pogue, Committee Chair

Meeting was returned to President Steve Bradbury.

Dan Galvin Dock Committee Report:

The Break water has been very successful in regards to damage to the docks. Changes and repairs have been made to F Dock. We spent \$16,000 to repair the PWC dock to help stabilize it for the future.

John Boehm W608 asked about the Buoys placements. He was assured that they are being put in place in the next few weeks. There is a concern about the Breakwater and Dock lift B. The question is can we move or extended to protect his dock (B). He is upset that it does not protect his dock. Dan Galvin explains that AmerenUE would not allow us to move or extend the breakwater without signing an agreement to take liability for repairs to other homeowners in the neighboring area.

Break: To count Ballots

Steve Bradbury asked people to think about joining a committee.

It was suggested that a welcome committee be established.

Darrell talks to homeowners regarding approval 2010 budget. Don Pogue asks that we track the Long Range Plan Projects separately so they will be easier to track. Don Metzler E501 asks why we are installing 2 backflow meters. The City has agreed to let us install the ones on the main lines for now to give us time to install or correct the back flow issue of the fire sprinkler system. Barb Fleming W507 asks about the ten percent reserve required by law. Darrell assured her that we have that because it is ten percent of all income.

Darrell introduces Mike LeGay as our Website Administrator.

There was much discussion regarding Assessments.

2010 Budget motion to approve by Barb Fleming W507 seconded by Pat Terrio W202. Motion Passed.

Motion to pass a resolution for not assessing late fees less than \$25 dollar due to the fact that we should not be assessing late fees to homeowners that no longer live here and most of those fees are related to Resale Cert. Motion made by John Tirre E807 and seconded by Pat Terrio W202. Motion Passed.

Steve Bradbury talked about the Stair Towers, letting homeowners know that we have to continue with a resolution to get this stair tower completed. Steve proposed that we use the balance of the loan money that we have not tapped into yet, to get the towers repaired. He proposed that we use the remainder of the construction note. The money that we have in our budget will pay the loan off. Discussion followed. Motion was made by John Tirre E807 to ask homeowners to allow a vote for using construction loan funds for stair tower repair. Motion seconded by Barb Fleming W507 to use the money from the construction loan for Stair Tower Repairs to lessen the possibility of a special assessment. Motion Passed.

Homeowners are asked to let management know if they have any renters in their units.

Election Results Current Board remains.

Meeting Adjourned at 11:30.

Next meeting Dec 5th 2009