Harbour Towne Executive Board Meeting
Saturday, June 6, 2009

The Harbour Towne Executive Board Meeting was called to order by President Steve Bradbury W-304 at 9:00 a.m. on Saturday, June 6, 2009 at the Harbour Towne Clubhouse. Those Board Members in attendance were President Steve Bradbury W-304, Treasurer Darrell Barber W-1401, Secretary Diane Roush W-701, Spencer Thomas E-801, Joe Hesprich, Lisa Hesprich and Tina Baldwin represented Nichols Management. Homeowners Joyce Kreyling W-1205, Paul Bock W-1006, Linda Bock W - 1006, Ron Albert W-604, Mike Legay W-902, Vince Fargo W-305, Dwight Jones W-1302.

President Steve Bradbury began the meeting by imposing a five minute time limit for comments from homeowners, and that the subjects should stay on point and not be repeated. He stated that if anyone other than Board Members had comments to make, they should identify themselves by name and unit number.

President Steve Bradbury stated that a number of items were handled by either email or telephone during the past quarter. There was a list of those items on page two (2) of the agenda. Page (2) inserted here.

Vote list

W 105 Gas fireplace installation	W 1403 Balcony screens	E 501 Electric fireplace	W 1400 building repairs
Pool heater	Pool drain valves	E 801 Drywall repair	Atlantis Dive and Salvage cable and anchor replacement
Sunset Landscape mowing contract	Atlantis Dive and Salvage additional anchor drop	Loganbill mulch application	
Hilltop sign upgrade/replacement	Past due settlement	Nichols Management new equipment rental	

President Steve Bradbury moved that these items be included in a block of this meeting's minutes Spencer Seconds. Darrell Barber brought up the fact that he only saw that 2 Board members approved the equipment rental rate. Steve Bradbury confirmed that Spencer approved by phone. Treasurer Darrell Barber W-1401 asked why he wasn't informed Steve Bradbury apologized for him not getting that information. Steve moves to approve equipment rental price Spencer seconds Diane approved Darrell Barber said Ney. Motion is approved.

PROPERTY MANAGER'S REPORT

Lisa Hesprich with Nichols Management presented the Property Manager's Report. The items discussed were the storm damage and the fire sprinkler system leak, both of which were taken care of. She stated that the fire sprinkler system leak has all been repaired, except for a few punch list items that Service Master is finishing up this week. Nichols will be reviewing the final repairs.

Lisa Hesprich with Nichols Management stated that the new bark mulch was in, and that the planting was completed at the 200-300 building on the west end.

Lisa Hesprich with Nichols Management stated that the repairs done on F-Dock do not necessarily stabilize the dock itself, but it keeps the dock from coming apart. The underwater bracing and some bracing to keep the stone pads from tipping should help stabilize. There have also been a lot of new cables put on the docks to help secure them where they have been frayed. A-Dock was re-stabilized after the wind storm that occurred, causing roof damage and siding damage, which has been taken care of. It was stated that the general upkeep of the property is going well. Bids have been received for the stairwell painting as well as several other bids to be discussed later.

Lisa Hesprich with Nichols Management then asked for any comments. Dwight Jones W-1302 said there is a piece of aluminum on the soffit on the 1300 building that has been missing for quite a while. The aluminum is missing from the upper east corner of the building. Lisa Hesprich stated that it has had to be replaced several times, since it seems to catch the wind. Dwight Jones W-1302 also stated the several of the umbrellas at the pool don't work properly. He said that you can put the umbrellas up, but then they won't come back down, and is concerned that in a windstorm they would blow over. He also stated that he often goes down to the pool in the evening to try to put them back down. Lisa Hesprich with Nichols Management stated that if Dan knows ahead of time that there is a possibility of a windstorm that he will go down the night before and try to put the umbrellas down. It was suggested that maybe small signs should be made to place on the pull by the umbrella handle for the homeowner's to put them down when they leave. Lisa Hesprich stated that she would include that in the newsletter, as well as the website. Paul Bock W-1006 asked if there were new umbrellas ordered. He

stated that he had several complaints from homeowner's that the current umbrellas didn't work properly, and that they look terrible. Darrell asked if they were ordered. Lisa Hesprich with Nichols Management said she would look into getting new umbrellas ordered. Lisa stated that she would have a small sign put on the umbrella pole.

Dwight Jones W-1302 stated that he still has a problem with the weed eaters coming through, throwing grass everywhere. He stated that they don't go around the trees very well and that he has pictures of such. The current company doesn't trim around stumps, and that there is a hill by the garage that sticks up and for the last year they haven't even attempted to trim the area. Lisa Hesprich with Nichols Management stated that she had spoken with Sunset Landscape about what they can do to improve that hill as far as the mowing and weed eating of it. She was told that on the back side of the Sunset contract there is a revision as to what they would charge extra to mow the hill more often.

Joyce Kreyling W-1205 stated that in the past they used to clean that hill all the time, and that they won't do it now unless you harp on them. The mowing technique they use on the hill leaves a row of grass sticking up instead of feathering it out so you don't have a distinct line where they stopped. Joyce Kreyling W-1205 stated they come up as far as the garage and stop, instead of mowing all the way to the road, and that it looks horrible, and that the problem should have been taken care of last October. A proposal to correct the problem was put in place. Joe Hesprich or Lisa Hesprich with Nichols Management will contact Sunset Landscaping and have them come out and physically walk the property with her to discuss specific areas of concern. Will talk with Joyce to make sure we all know what is going on.

Treasurers Report- see attached

Motion made by Spencer Thomas to accept Treasurers report as given Steve Bradbury Seconds All in favor motion is passed.

COMMITTEE REPORTS

- Architectural Review - Diane Roush stated that she did extensive research with home inspectors and structural engineers,. and the feeling is that spending money to have a floor load report done as to whether the floors will support tile is a waste of money. They stated that practically everything is designed to support whatever flooring there is that's spread over a wide area. If we were to have this report, we should look at things like bookshelves with multiple books, pianos, and extra refrigerators as all these things are greater load bearing items. There has never been a report or an incident of a floor falling through, and that normal flooring should never be a problem. The cost would be over $3,000, and that is money that could be used for better purposes. It was agreed at this point that this is a dead issue and should there be a problem, the homeowner's insurance should take care of it. The question was raised as to why the homeowner's are required to contact the board when they wish to put new flooring in, etc. Diane stated that it was a sound issue, and that the policy should be to install soundproofing underneath whatever flooring they choose for courtesy to the people below. Joyce Kreyling W-1205 said she was under the impression that you could not install hardwood flooring in upper units because of the noise factor. Diane Roush replied that this new soundproofing makes a big difference for the noise. She stated that nothing will eliminate noise completely, but this material would cut the noise substantially. President Steve Bradbury stated that a homeowner recently did extensive research before installing tile and found two products. One is a natural cork, which is probably the best and that is what he chose for his unit. There is also a synthetic, like a rubber material, that they can be put under, and the advantage is that it blocks water should that be

an issue.

- Docks - President Steve Bradbury stated that there has been some work done on F-Dock to provide better support. The company that did the work is willing to guarantee it for two years. The work included underwater bracing and, some angle lines to lock the concrete pavers. The wind damage that was done on the docks has been repaired, and believed to have been an insurance claim. There were also cables replaced that had been broken. Ron Albert W-604 stated that he is disappointed in the breakwater, and feels the project never got off on the right foot. He has pictures from a windy day in November where the waves were coming in from the west side of D-Dock. He spoke with Steve about it, and feels like he has paid for something that only provides 50% protection, and feels like it should be extended further to the west, if that is an option. President Steve Bradbury reported that the purpose of the breakwater is to protect the docks, and that a side benefit of that is to also protect any property that might be located on the docks. The only issue presented to the homeowners from the Board was protecting the docks to reduce the cost of maintenance to the docks. The option that was chosen, based on homeowner's complaints and President Steve Bradbury's research, was to monitor repairs on the docks through the 15th of September, which takes into account the busiest boating season. It also includes the winter season, which they feel is the significant issue which is prevailing storms, waves and current out of the west. If there is a significant difference in maintenance costs for Docks B and C vs. the rest of the docks, then a change will be made. It was also stated that there are limitations imposed by Ameren UE as to how far over the breakwater can be. The only option would be, if there should be damage to Docks B and C, is to contact the houses in the cove to obtain permission to put something at a different angle across the mouth of the cove. Mike Legay W-902 stated that he understands why the decision was made, however he questioned why there was no longer a no-wake buoy, because as soon as people clear the breakwater, they gun it. Lisa Hesprich with Nichols Management replied that the buoys can be moved back to their original position, which was 20-30 yards further out, and that there were currently signs posted. It was also stated that there was a law that there is to be no wake 100 feet from the docks. Vince Fargo W-305 wanted to know if they were going to monitor A-Dock as well, because he anticipates some costs there. It was stated that they would monitor all docks, and that the biggest problem with A-Dock was actually the wind, and not necessarily the water. It was also stated in the Treasurer's report by Darrell Barber, that all the expense this year for the docks has been spent on preventative maintenance, trying to avoid repairs. Therefore, the breakwater appears to making a huge difference on the docks. Lisa Hesprich with Nichols Management stated that Rapid Signs recommended that they use the long narrow signs for the breakwaters, that say "No Diving or Swimming", or "No Trespassing". The signs run $8 to $10 a piece, and that you have to have them placed every certain number of feet apart. It was also stated that there is a new legislation to be passed that requires that the nearest 911 address be posted on each dock.
- Landscaping - according to the Treasurer's Report, 69% of the budget thus far, was spent on mulch and planting, and Nichol's planting, pruning etc. Colt placed a bid for $4640 to do trimming of trees that homeowner's have complained are blocking views. There are also trees that are not necessary problems currently, but should be taken care of before they become a problem. It is felt that this would use the remainder of the budget, but it would be better to take care of it all at once, and this would be the last major tree removal. It was proposed by Diane Roush that we use some money for berms to create a more uniform look … some of which would include Dogwood trees already in them. A proposal for the expense of the berms was requested. Steve Bradbury asked Diane to submit a proposal in writing to the board and committee, the request was tabled for a later time. Motion was made to approve Colt Tree Service bid by Spencer seconded by Steve Bradbury motion passed. It was also requested to provide ideas of what could be done as far as planting native species, etc., that will do well in specific locations. The two flower beds at the 200 and 300 West buildings have been planted by Nichols, and everyone is happy with their appearance. It was also stated that if any homeowners would like to donate to the appearance of the complex that would be welcome,

however donations should not be solicited.

- Long Range Planning - President Steve Bradbury stated that they were going to have George Osman E-802, who is a facilities manager with Monsanto Company in St. Louis, discuss ADA (American's With Disabilities Act). He is a tremendous influence on the committee since he deals with our issues day to day. George Osman E-802 arrived and stated that according to the laws regarding ADA, Miller County and Lake Ozark could make the association responsible for 20% of the cost of making adaptations for handicapped residents. Currently, this is not being enforced in Miller County and Lake Ozark, so we are exempt. If a current homeowner should become handicapped, they are responsible for making their own improvements. Spencer Thomas E-806 stated that there was a HUD investigation in 2008, and was determined the Harbour Towne was not ADA compliant, but that there was no liability at that time.
- 10-Year Plan - The committee is making considerable progress in developing what could turn out to be a 10 year plan. It shows the critical items we are facing, the estimates of what the cost will be, recommendations in terms of the timing in which these are addressed, and what it means in terms of assessments and budgeting going forward. Specific items addressed were crawl spaces under the buildings, a railing on the waterway and the walkway on the front, erosion control on the far west drive, encapsulating the rock on the east side in order not to lose the footings, siding on the buildings where we are starting to have problems with mold due to leakage. One recommendation in particular that will be presented is to install gutters and downspouts on W-9, W-8, W-7, W-6, W-5, W-4, W-3, W-2, W-1 and E-1, and additionally on E-2, E-3, E-4, E-5, E-6, E-8, E-7, and E-9, and also to install flashing on three levels of windows. Long term problems would be mold, rot, etc., that would have to be fixed by removing siding and addressing these issues. Installation of gutters, downspouts and flashing would help in eliminating these issues, and reduces the overall cost going forward. Eventually water from these gutters must be directed to the side of the buildings. Total cost of this would be $6683. President Steve Bradbury recommended, on behalf of the committee, that they approve A&E's bid to install these items. Motion was made to approve bid for gutters by Diane Roush then Steve Bradbury seconds motion passes.
- Association Website - Presented by Mike Legay. Members commented that the website looks great, and are very pleased. It was presented to the board that the website provide business card links to realtors, cleaning companies, etc., advertising their services with a fee paid to the association, or Nichols Management, and a request for the amount of the fee to be charged. This fee would be used to aid in the upkeep of the website. There was an objection to the fact that it would clutter the website, and would appear that the association was recommending these individuals. It was stated that there would be a disclaimer that these services are not endorsed by Harbour Towne, and they would be on a separate "links" page. It was also recommended that the realtor ads be property specific to Harbour Towne. Lisa Hesprich of Nichols Management stated that their website has a vendor's link that takes you to a separate page of various vendors that they use … electricians, plumbers, painters, etc.
- Cleaning of Dryer Vents - President Steve Bradbury stated that United Carpet Cleaners Inc. said that if they are doing 10 units or more, that they could do it for $35 per unit. It was suggested that this should be done on a subscription basis by making it available to homeowners at their expense, however since it presents a fire hazard, it should be mandatory. It was questioned how the procedure works. Lisa Hesprich of Nichols Management stated that Vacuum Man proposed that they blow it to the outside of the vent where it's captured by a vacuum system so it would be pushed and pulled at the same time, and that bid was $96 per vent. After further discussion the motion was approved that the association would pay for the cleaning of the vents by United Carpet. Motion was made by Spencer Thomas Darrell Barber seconds' motion passes.
- Fire Sprinkler Systems - President Steve Bradbury stated that there are two bids that have very different approaches. He stated that he and Jimmy Chipley who is an Assistant Chief in the Osage Beach Fire Department, walked through President Steve Bradbury's unit, W-304. It was determined

that E-200 through W-900 are all configured the same and are the only ones that need to be modified. Each unit has its own self-contained fire sprinkler systems, which does not meet the current code requirements and there is no "grandfather clauses." To make the systems right we need to install a certified back flow device, which is a check valve, and then modify the way the system tests are performed. The back flow device and the system are two separate issues. Jimmy Chipley with the Osage Beach Fire Department has recommended making these corrections at the individual unit level, so that each unit would continue to have its own fire sprinkler system as well as a back flow device and dump system at a cost of $2144 per building. The other bid is from Lake Recharge and Fire Equipment. They are proposing to go through and eliminate the separate systems for each unit, install a second stand pipe going up that supplies all of the units' fire systems, and install one big back flow device down below. They're proposing $4350 per building for that installation. President Steve Bradbury stated that even though the initial bid from Chipley is lower, the ongoing expense of testing for a master system throughout the building would be significantly less. It was recommended that quotes be received for testing individual unit systems and compared to testing one master system, and negotiate a long term contract for a reduced rate.

- Hilltop Sign and Security Monitoring – The new sign on the Hilltop was ripped off the wall by vandals and twisted into a pretzel. Nichols Managements maintenance straightened it and put it back up as best we could. Steve Bradbury stated it looked real good. Lisa Hesprich of Nichols Management stated that a camera was placed up on the hilltop and have recorded several different days and times to see what could be captured, and had the video available. Her proposal is to put in a wireless surveillance system in various places where current problems are taking place, i.e., the pools, the signs, the docks, etc. Nichols is obtaining bids for this.
- Railing Painting - Lisa Hesprich of Nichols Management stated that there were two bids in the packets that were sent by email. She spent time with Sherwin Williams, and has come up with a paint process that is very similar to what Personal Touch Painting did last year. They assured her that the hard based paint they will be using will not oxidize, and won't chip or peel as easy, and costs $42 per gallon. Bids for painting were presented by Gene Williams, who has previously painted the railings at Harbour Towne, Marsh Paint and Drywall Co., and Personal Touch Painting. Linda Bock W-1006 recommended requesting referrals from Marsh Paint and Drywall Co., since they have never done work at Harbour Towne. After much discussion it was agreed to accept Marsh Paint and Drywall Co.'s bid, not to exceed their current amount, based on referrals. It was also recommended to obtain quotes for replacing railings that are beyond repair, with railings that never need painting. Motion was made by Darrell Barber Steve Bradbury seconds. Motion approved.
- Stair Towers - The price quoted does not include paint, coordination with property owners, temporary walkways, or galvanized metal. President Steve Bradbury proposed working with two board members to get with these contractors to get more specification since these are very preliminary bids. These bids were based on specifications from E-900. Millcreek Builders, who did the last job, put in a bid of $140,000 for all five. Metal Tech did a job at another complex and completed an outstanding job at 60% less than all the other bids. It was questioned where the money would come from, and answered that there is loan money left over from the breakwater, since assessments were in quicker than anticipated. A solid figure is needed to present to the homeowners to reauthorize the use of that money for stair towers, or decide on a new assessment. It was decided that President Steve Bradbury and Joe Hesprich would work with contractors to come up with a not to exceed bid to present to the homeowners within a relatively short amount of time.
- Water Meters - Lisa Hesprich with Nichols Management presented a City of Lake Ozark information page, and an A+ Plumbing page that are for the water meter issue. It was questioned as to whether the 1" meter is needed for the pool, as opposed to ¾", which is fine for running the pools. Missouri Plumbing recommended 2" pipe. It is proposed that we will use 1' pipe to fill pools. It was stated that the meters were necessary to capture water usage in order to save money on sewer bills. The bid from A+ Plumbing was for $1257 and an amount of $4000 was budgeted. Will be voted on by email.

NEW BUSINESS

Air conditioner replacement - President Steve Bradbury and Darrell went through a fire drill for one of the homeowners who wanted to replace his air conditioners. The problem is that you can no longer purchase the same air conditioning units. They are bigger units now, and if you install them according to manufacturer recommendations, you're going to have space between them, and the shelves they sit on are not big enough. The shelving would be modified to address the spacing problem. Disconnecting and moving of air conditioning units need to be avoided in order to minimize any damage liability. The question is whether a policy should be put in place to recommend specific units in order to keep a more uniform look and have a certain amount of clearance. It was recommended to obtain quotes. It was agreed that research would be performed to decide which unit would be the best to purchase, however it was put on hold at this time.

Overflow of Trailer Parking Lot - The parking lot on the east side of the main entrance of the lower units has trailers that are parked so close to the ties that divide the lot and the walkway, that people can't walk by. It was suggested that Nichols Maintenance straighten the line and put in a second line that is anchored into the ground with steel stakes to keep them from sliding … the motion was passed.

There seems to be access control problems, as people are coming and using the Hilltop pool, that shouldn't be there. Signs should be placed indicating that it's a private pool for Harbour Towne residents and guests only. The signs at the lower pool also need to be replaced, as they are old and faded.

ADJOURNMENT

President Steve Bradbury made a motion to adjourn the meeting. The motion passed and the meeting was adjourned.