

**Arbor Terrace HOA  
Board of Directors Emergency Meeting Minutes  
August 12, 2020**

Minutes of the Board of Directors meeting of the Arbor Terrace HOA held on August 12th, 2020 via online video conferencing at 3:00 pm.

Present:	Amy Boyle	President & Treasurer
	David Baehler	Secretary
	Jean Payne	Director
	Jessica Elliott	Director
	Amanda McMillen	Director

By Invitation:	Crystal Drake	Century 21 Northstar
	John Turner	Century 21 Northstar

**Call to Order:**

- The meeting was called to order at 3:00 p.m. by Board President & Treasurer, Amy Boyle, and a quorum was established as per meeting guidelines.

**Meeting Minutes:**

- Meeting minutes can be found on the HOA's website: [www.arborterracehoa.org](http://www.arborterracehoa.org)

**President's / Treasurer's Report:**

- Nothing to report

**Committee Reports:**

- *Architecture Review Committee (ARC)*
  - Nothing to report
- *Compliance Committee*
  - Nothing to report
- *Landscape Committee*
  - Nothing to report

**Old Business:**

- Board reviewed and discussed landscape contract proposals from DeSantis Landscape and Teufel Landscape. After discussion, a motion was made by Director Amanda McMillen to accept the Teufel Landscape contract, commencing on October 1st, 2020.

The motion was seconded by Director Jean Payne and unanimously approved. As part of the contract, the Board has approved a \$100,000 landscape enhancement project and will begin design work with Teufel immediately, so the project can begin on schedule during the week of October 1st, 2020.

### **New Business:**

- Board discussed the current community park gazebo which has been recently closed due to rot and vandalism. The Board has been in contact with multiple contractors to obtain estimates for repairs and replacement. The Board is waiting on further information from both Charter Construction and Tatley-Grund Construction. Additionally, Teufel Landscape will be providing the Board an architectural design for the gazebo in conjunction with a park landscape enhancement project, and they also have the ability to complete the project in entirety. All estimates will be reviewed once presented. Funds for the gazebo rebuild will come from the “All Lots” reserve balance.
- Board discussed the merger of Fibersphere with GigaMonster, a national company. The Board met in an executive session with the sales manager from GigaMonster at the end of July to discuss their proposed contract terms. The Board has also reached out to Sherwood Broadband to compare possible local service options. The Board will continue to communicate with both parties with the expectation that the HOA will see improved internet speeds of between 250 Mbps to 1 Gbps without an increase in cost.

### **Open Forum:**

- During the open forum, the following questions were asked and addressed by the board:
  - Why do we need the gazebo?
    - The gazebo is used by many residents for parties as well as for shade at the park; the Board plans to rebuild.
  - Will there be any cleaning of the row house front porch pillars?
    - Pillar cleaning is not part of the budget for rowhouses. The Board asks residents to clean as needed. Rowhouses will begin a 3-phase/3-year repaint project beginning in 2023 in conjunction with roof and gutter replacement.
  - Will the moss be treated on the roofs of the rowhouses?
    - Owners were reminded that rowhouse gutters are cleaned annually, typically in December after most leaves have fallen and that moss treatment is provided every other year, with the last application in 2018. The moss treatment is just that, a treatment; there isn't mechanical removal of the moss from the roof.
  - When are the roofs of the rowhouses scheduled to be replaced?
    - Rowhouse roof replacement is scheduled to begin in 2023, in a 3-phase/3-year project in conjunction with new gutters and painting.

**Next Meeting Date:**

- TBD

**Adjournment:**

- The board meeting was adjourned at 4:05 PM.