

HIGHLAND POINTE RECREATION ASSOCIATION, INC.  
Board of Directors and Budget Meeting  
Minutes

Monday, April 15, 2013

Board Members in Attendance: Mr. Tom Haslach, President; Ms. Judy Taylor, Tennis; Mr. Steve Fincher, Ground; Ms. Paula Robin, Clubhouse; Ms. Sandy Carpenter, ACC; Ms. Melanie Smith, Administrator, Mr. Matt Tock, Pool and Ms. Beth Roedersheimer, Administrative Assistant.

The meeting was called to order at 6:33 pm.

Approval of Minutes:

Ms. Taylor made a motion to approve the minutes of the March 4, 2012 Board Meeting after correcting the spelling of Ms. Paula Robin. Ms. Robin seconded the motion and it passed unanimously.

Guest in Attendance:

Miriam & John Hanson

Guest Presentation:

Mr. & Mrs. Hanson would like to install a "Purrfect" Fence to keep their cats in their backyard. They are trying to find a solution that will benefit all concerned. After looking at the pictures of the fence, which is made of green fiberglass, the Board needs more time to discuss and look at the area of the backyard where the fence will be installed. Ms. Carpenter and Ms. Smith will look at the area on April 16<sup>th</sup> and report their findings. They will do an email vote on this matter.

Monthly Budget Update:

The monthly financials were printed for review. There is currently \$17,600 in reserves. The Board will get estimates for the requested repairs and decide how much will go into the deck replacement fund.

	<u>Budget FY 12-13</u>	<u>Actual (3/31/13)</u>
HPRA Income	\$ 88,160.00	\$ 87,599.86
HPHOA Income	78,530.00	79,044.00
Other Income	500.00	201.93
Total Income	<u>\$ 167,190.00</u>	<u>\$ 166,845.79</u>
HPRA Expenses	\$ 86,528.00	\$ 76,661.17
HPHOA Expenses	74,071.00	72,565.53
Total Expenses	<u>\$ 153,429.00</u>	<u>\$ 149,226.70</u>
HPRA/HPHOA Net Income	<u>\$ 5,666.00</u>	<u>\$ 17,619.09</u>

The following shows the breakdown of HPRA expenses vs. budget for the period ending March 30, 2013:

	HOA		HPRA	
	Budget FY 12-13	Actual 3/30/13	Budget 12/31	Actual 3/30/13
	\$ 74,846.00	\$ 72,565.53	\$ 86,678.00	\$ 76,661.17
Clubhouse	3,800.00	3,891.12	9,200.00	9,697.70
Grounds	2,600.00	6,324.70		
Operations	68,446.00	62,349.71	30,628.00	26,605.97
Pool			33,400.00	30,863.47
Tennis			7,250.00	4,686.78
Social			6,200.00	4,807.25

The report was accepted as information only.

#### Discussion of Action Items

The following is a summary of the items discussed and the actions taken.

- Mr. Levin reported that the band, Flyer, is under contract for the Spring Fling. He asked that an Eblast be sent out to remind everyone of the Spring Fling Events. The kid's events begin at 11am and bring a packed lunch. The adult activities begin at 8pm and bring an appetizer. Drinks will be provided. He suggested that we keep the Highland Pointe Facebook current. He will talk with Laura Breese about keeping it updated. Kiddie Kapers also has a Facebook page, but it is private. You can request to join on their page. The Memorial Day Social is Mon, May 27 from 11am-3pm.
- Mr. Fincher presented a spreadsheet on all wood & electrical repairs. The electrical repairs are \$1700 and the sprinkler repairs for the Wrigley Road entrance is \$2000 and \$1500 for the recreation area and the pipe that feeds the sprinkler from the lake and painting of the Wrigley Road signs is \$1000.
- Mr. Fincher is looking for additional contractors to look at the gazebo and stairs accessing North Slope Circle. The contractors he has spoken to are not interested in undertaking the project. Ms. Robin has volunteered to help Mr. Fincher work with hardscapes or general contractors.
- Mr. Tock, via email, told the board, per the Cobb County Health Dept., the main drain gates, screws and floor returns have to be replaced. The cost is \$955. Email vote was taken and approved. The back sand filter in the pump room needs replaced, per Nautix, at a cost of \$1971.50. Email vote was taken and approved.
- Mr. Haslach asked Ms. Robin to get drawings from the contractors who have bid on replacing the deck, even if there was a fee for it. The drawings will be shared with the membership and then determined if there are enough funds to cover the project or if assessments would need to be made.
- Mr. Haslach contacted a plumber that will clean out the waterfall, repair any cracks and put in a new motor for \$1600. He is purchasing a new basketball goal for \$1500 with installation cost of \$350.
- Mr. Tock volunteered to stain the new boards used to reinforce the clubhouse deck.
- Ms. Roedersheimer is working with Highland Pointe's attorney and representatives of Lennar on the use agreement for Mountain Creek and Wigley Preserve.
- Mr. Haslach suggested the Board look into renewing the police patrols. Ms. Roedersheimer spoke with Cobb County to arrange for the patrols at \$35 per hour. Ms. Smith made a motion to approve using off-duty Cobb County Police for neighborhood patrols. Ms. Carpenter seconded the motion. Motion passed. They will concentrate on drug enforcement, loitering and traffic violations.

- Ms. Roedersheimer suggested that the graduation banner be generic and it could be used from one year to the next. After discussion, it was decided to put an Eblast out asking for someone to volunteer to collect the names and order the banner. If no one volunteers, then a generic banner will be ordered.
- Ms. Smith made a motion to spend \$3500 on electrical work at the 3 entrances. Mr. Tock seconded the motion. Motion passed. It was decided not to do any electrical work in the recreation/play area.
- Ms. Robin made a motion to spend \$4500 on the sprinkler system at the Wigley entrance and the clubhouse/recreation area. Mr. Fincher seconded the motion. Motion passed.
- Ms. Carpenter made a motion to spend \$1600 on the waterfall and \$1500 on the basketball goal. Mr. Tock seconded the motion. Motion passed.
- The ACC request received and approved via email are:
  - 4520 Forest Peak Circle**-Install fence and landscaping in the front yard.
  - 3278 Highborne Circle**-Install split rail fence that is 5ft in height.
  - 4548 Forest Peak Circle**-Build treehouse in back yard.
  - 4231 & 4233 Highborne Drive**-Install 8 foot fence along their backyards to drown out the sound of Wigley Road after the expansion.
  - 3648 Lone Indian Trail**-Remove ground cover, remove Pampas Grass, replace with flower beds and fill in dip in the front yard with dirt and plant sod.
  - 4205 Long Branch Drive**-Install cat fence "Purrfect Fence".
- Mr. Fincher reported the Trail Day is scheduled for April 28<sup>th</sup> at 1pm.

Having no further business to discuss, the meeting was adjourned at 9:50 pm.

Next Board Meeting:

Monday, May 13, 2013

8:00 p.m. – 9:30 p.m., Clubhouse