

Harbor Pointe HOA Board of Directors Meeting Minutes: June 19, 2023

HOA Board Meetings are being held by ZOOM.

President Jim Carmany called the June meeting to order at 6:00p. Other Board Members present: Mike Kiernan, Gary Rafool, Anne Dickison, Greg Smith, and Denny Klein. Core3 Property Manager Michael Mayer was absent but sent in his report. Three additional homeowners were present on this Zoom call.

Approval of Prior Minutes:

President Carmany asked for corrections to the May HOA Board Meeting Minutes, but none were offered. Gary Rafool made a motion to accept the Minutes as written, Greg Smith seconded, and the May Minutes were approved unanimously.

Property Manager's Report:

For tonight's meeting, Mike Mayer emailed us the Core3 Property Manager's Report.

Harbor Pointe HOA

June 19, 2023

Core 3 Recap – Michael Mayer

- Accounts Receivable – None
- Accounts Payable – Current; all bills to date are paid
- Insurance - Audit of Homeowner Insurance Certificates of Insurance is up to date.
- Maintenance - Nothing to report
- Projects – Fence repairs and walk-through gate to the pool

Treasurer's Report:

In advance of tonight's ZOOM meeting, Treasurer Greg Smith e-mailed Board members the May Financials.

Long Term Reserves

Our *Reserves* Balance started out this new 2023 budget year at **\$94,893**, then will increase through monthly interest earned and the monthly transfers of **\$7171** (from HOA dues) from *Operations* to *Reserves*. As of the end of May, the Reserves Balance is **\$96,695.06**. This figure includes the **\$30,895.00** of capital improvements expense for roof replacements in May. Though growing, this *Reserves* balance is low and needs to be built up.

Operations

The Operations checking account has **\$92,695** in it. An increase in operating expenses is expected to ramp up at this time of year. YTD in May, our *Operating Expenses* are under budget by **\$5,896.88**.

The *Operations Checking Account Total* is summed from three sources:

- 1) Prior years brought forward (retained) from 2022: **\$58,253**. This “*Prior Retained Earnings*” number remains constant all year.
- 2) Pre-payment of dues (as of 5/31/23): **\$17,458**.
- 3) Net (Income Minus Expenses) May Year-To-Date: **\$16,681** [*Calculated Retained Earnings for 2023*]

Treasurer’s Notes:

*Landscaping monthly maintenance charges commenced in April & will end after work is completed this fall.

*For 2023, **\$7171** from dues is the budgeted monthly transfer from *Operations* to *Reserves*.

* May YTD Actual Expenses are about **\$5896** below budget

*Snow Removal and Maintenance are some of the larger under-budget categories, with Insurance being the largest overage.

Gary made a motion to accept the Treasurer’s Report, Greg Smith seconded, and all approved.

Parliamentarian Report:

Gary Rafool again complemented the homeowners about how well most have been maintaining their decks, patios and garage front entrances. A few owners, however, are still displaying banners or yard art street-side that are either out-of-season or contrary to our Rules. A community walkabout to review our external appearances and compliance to our Rules is tentatively planned for this fall.

Discussions about the continued presence of an ADT security sign without an accompanying Change Order sparked additional commentary and a subsequently amended motion made by Gary to waive the expectation that homeowners request a Change Order before installing home Security Systems, or that they would need an approved Change Order before displaying the company’s sign that the unit was being monitored by them. Anne Dickison seconded the motion, and it passed without dissent.

Landscaping Report:

Mike Kiernan reported that in July, King Tree will remove four of the six **pear and crabapple trees in the 500s** that were dropping berries and making a mess. Two of these trees are in courtyards, and two are street-side. Removal will cost **\$1600**.

Work was completed to remove all the dead trees from the meridian of Mariner’s Way between Jonah’s and Stoney Creek Inn, and for Harbor Pointe to additionally refresh the river rock along the length of this strip. Mike Kiernan reports that in consultation with Cuttin’ It Close, the decision to plant drought-worthy roses, day lilies, and grasses along this median in keeping with Harbor Pointe’s themes would be instituted. Unit #604 volunteered to donate some of its abundant number of day lilies to this effort.

After starting up our irrigation system, Commercial Irrigation found an additional broken sprinkler head in the dog walk area. This will be replaced.

Building Report:

Jim Carmany reported that the solar panel installation on #600’s roof was underway and should be completed sometime tomorrow.

Community Relations:

Jim Carmany reported that the HOA had again contracted for two security guards for the Fourth of July fireworks display. One will patrol from 2p-10p and the other will be stationed at the front gate 1p-9p.

Core3 distributed notice of Harbor Pointe's Fourth of July Breakfast. Coordinator Sherry Semonis will be going off emailed, written, or phoned RSVPs only as she prepares. Since the Marina will not be helping us with chairs or tables this year, each person must bring his or her own chair. Joan Utley volunteered two tables, and Denny Klein has more tables at hand but will have to arrange to drop them off earlier. After interruptions in this annual event for the several years, we are looking forward to resuming the tradition and would like to thank Sherry for spearheading the initiative.

Old Business:

Summary of e-mail motions and votes since our last HOA Board Meeting: Over the past year but especially during the summer of 2021, as more and more discussions, HOA business discussions, and decisions were taking place by e-mail, it became apparent that the HOA Minutes might not be adequately capturing or reflecting the necessary discussions or documentation. The Board resolved to report in the Minutes all email motions and votes taking place by email in the interim following the prior HOA meeting. Subsequent to our May Board Meeting, no email motions were made, nor votes taken.

Dryer Vent Cleaning: The HOA project to coordinate/provide vent-cleaning services was set in motion in 2021 with the choice of Meinders Duct Company to supply the vent-cleaning services to two buildings at a single visit. In 2022, Meinders, with the help of Massey Roofing for the steeper roofs, completed the cleaning of all dryer vents in the 300s and 400s, therefore all but the dryer vents in the 200s have been done. The 200s will be done in 2023, but the date is not yet scheduled. Some of the dryer vents were pretty clogged up. As it seems that no two units have the same venting routes, some will clog faster than others. Keeping the vents clear is our best protection against the most common cause of home fires. Vent-cleaning of the 200s will be scheduled for later this summer.

Roads: No new information at this time. The last remaining section of Harbor Point Drive in line for resurfacing was to be scheduled once duplex #600/602 had been re-roofed. Jim Carmany met with City Coal to discuss costs and considerations for the next section. City Coal decided they could not do the resurfacing work for at least a couple of months, but they did want to seal the section of resurfaced road completed two years ago (the 300s), and this section of sealing is now completed. Later this summer they might additionally seal off last year's new asphalt in front of the 400s-500s. The estimated cost for the 300s sealing is **\$1200-1300**. A newly sealed road cannot be driven on for 2-3 days, and cautions with doing certain other activities lasts even longer. Core3 will send out notices and instructions as firmer plans take shape.

Painting of street lamp poles, front door jambs, and remaining condo building wooden decks (not the composite decking) will be started soon starting with the door jambs, then after that the wood portion of decks, then end with painting the street light posts.

Casement rollout window replacements : Richard Cole and Jim Carmany have had difficulties looking at other brands of casement rollout windows that could serve as alternative choices to Anderson and Pella. Denny Klein is also interest in scouting the options with them. Jim will will keep the Board posted with comparison information as it becomes available.

New Business:

No new business.

Motion to Adjourn:

A motion to adjourn the May 2023 HOA Board of Directors meeting was made at 6:30p by Denny Klein, seconded by Gary Rafool, and approved by all. Anne thanked Gary for volunteering to take notes for this meeting since Anne's hand will be out of commission for a while following today's surgery. As per tradition, no HOA Board Meeting is scheduled for July. The Board's next ZOOM meeting will take place on Monday, August 21, at **6:00p**. Core3 will send out the link.

Respectfully submitted,
Anne Dickison, Secretary