



Harbor Pointe HOA Board of Directors Meeting Minutes: August 20, 2018

President Jim Carmany called the meeting to order at 7:00p. Other Board Members present: Gary Rafool, Sue McGill, Mike Kiernan, and Anne Dickison. Mike Childers and Core3 Property Manager Mark Fetzer were not present. Three additional homeowners attended this meeting.

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, Mike Kiernan seconded, and the Minutes were approved unanimously.

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

Property Manager's Report:

Jim Carmany reviewed the Property Manager's report as submitted by Mark Fetzer.

- * No delinquencies in dues payments remain at this time.
- *All decks on the townhouses and condos have been painted.
- *Exterior doorjamb painting should be completed this week on all townhouses, condos, and duplexes.
- *Roof notices have been sent out for 212/214, 312/314, 308/310, and 408/410. A second notice will be sent out concerning skylights.
- *Lisa Staley will be leaving Core3 at the end of this week. Mark Fetzer remains the contact for the Board, and Sonia will be the main contact from the Core3 Peoria office.
- *Sue McGill noted that the paint was coming off a pole in the 500s. Mike Keirnan offered to touch it up.

REAL ESTATE SERVICES • CONSTRUCTION SERVICES • MAINTENANCE & LANDSCAPING

P: 309.808.8125 • F: 309.808.1492 • WWW.CORE3COMPANIES.COM

1716 R.T. DUNN DR. SUITE 4 • BLOOMINGTON, IL 61701



We Make Properties Work!

Treasurer's Report:

Sue McGill emailed July financials to the Board in advance of this meeting, and a hardcopy spreadsheet summarizing the status of Long Term Reserves was passed out tonight.

The starting figure for the Reserve Balance carried forward to 2018 was **\$155,832.78**. July's Year-To-Date Reserves balance is **\$187,753**. At this same point in 2017, our Reserve Balance was approximately **\$252,000**. As per the 2018 Budget, **\$6250** per month from dues income is transferred each month from Operations to Reserves. No Reserves expenses were booked in July. YTD Reserves expenses total **\$27,870** against an income of **\$59,790**. Roof expenses projected for this fall are estimated to run around **\$112,000**. *Reserves will be discussed at upcoming Board Meetings*. At the end of the year once all expenses are known, we may need to cash out a CD coming to maturity. The next two years will be our biggest challenges, but after that, we can focus on building the Reserves back up to be ready for long term maintenance ahead.

The Operational Budget Checking account contains **\$87,233.41**. This is further broken down to: 1) Prior year brought forward (retained) from 2017: **\$69,365.16**. This number remains constant all year and compares to **\$49,493.89** brought forward from 2016; 2) Pre-paid dues: **\$16,787.87**; 3) Net (Income Minus Expenses) Year-To-Date: **\$1,080.38**.

Treasurer's Notes:

The 3% increase in dues initiated January 1, 2018 results in increased income to the Reserves of **\$6250 per month** as compared to **\$5833 per month** in 2017.

Significant expense transactions this month included:

- *Budgeted expenses for normal landscaping maintenance over seven months of the year in progress.
- *Landscaping Trees and Shrubs: **\$1770**.

Various landscaping and drainage projects are complete and will probably be booked next month: Building 500 landscaping; removal of trees/stumps/replanting in three locations; drainage upgrades; irrigation repairs.

Budget discussions for 2019 will commence soon.

Jim Carmany moved to accept the Treasurer's Report as presented, Mike Kiernan seconded it, and it passed unanimously.

REAL ESTATE SERVICES • CONSTRUCTION SERVICES • MAINTENANCE & LANDSCAPING

P: 309.808.8125 • F: 309.808.1492 • WWW.CORE3COMPANIES.COM

1716 R.T. DUNN DR. SUITE 4 • BLOOMINGTON, IL 61701



We Make Properties Work!

Parliamentarian's Report:

Gary Rafool reiterated that bending the HOA's new Rules and Regulations would lead to more violations. Departure from Rule 6b specifying permissible times for setting out and retrieving garbage cans and totes was cited as an example, and discussion followed. Jim noted that people have differing schedule demands and that the alternative to being more flexible with occasional violations was to formally revise the Rule to allow variances just so long as individual units were not consistently in violation of the Rule's guidelines. Sue suggested that perhaps a reminder of the Rule's specified times, and encouragement to neighbors to help set out, and bring in, curbside garbage receptacles would improve compliance and the neighborhood appearance. It is the presence of off-hours curbside receptacles that is considered unappealing and unacceptable. Neighbors could work with each other to move offending cans and totes from the curb to next to the garage or elsewhere until the owner's return, or the owner could prearrange for a neighbor to bring in receptacles after collection or move them to the curb after 7:00p the evening before pick-up.

Gary Rafool made a motion to authorize Core3 to send a copy of Rule 6b's garbage pickup rules to all owners. Sue McGill seconded the motion, and all agreed.

Landscaping Report:

Until a new Director for Landscaping is appointed, Jim Carmany and Sue McGill will serve as the Landscaping Liaisons. Jim will concentrate on grass issues, and Sue will focus on plant and tree concerns.

Sprinkler system: Two more irrigation leaks resolved, the system is once again up and running, and the grass looks very good. Anne Dickison in #108 noted the development of a dark substance on the stone façade under her kitchen window, and wondered if this could be related to sprinkler direction or something new with the revised irrigation. Her unit is the only one of the 100 duplexes that is showing this type of dark discoloration. Jim and Sue indicated that the situation would be evaluated and addressed. Units in other buildings will be checked out for the presence of discoloration as well.

Major landscaping projects: Sue McGill reported that the planned landscaping behind the 500s was completed, and she gave special thanks to Joan Utley for so attentively watering the new plants. The overgrown evergreens by #600 were removed. A new Japanese maple was planted in the 200s.

Fungus has been spotted by the front gate, and seems to be killing a lot of daisies. Sue McGill recommended a fungicide she got at Kelly Seed, Garden Tech's Daconil Ready-to-Use. She will plan to acquire more for application to the affected areas.

Cuttin' It Close has been in contract negotiations with the HOA, and has agreed to extend its contract another year at the same price and on the same terms. Discussions with Cuttin' It Close about snow removal for the upcoming year also took place, but ultimately it was decided that there would be no change from the current snow removal vendor for 2018/2019. Jim Carmany consulted with Core3 about other prospects, and will follow up.

REAL ESTATE SERVICES • CONSTRUCTION SERVICES • MAINTENANCE & LANDSCAPING

P: 309.808.8125 • F: 309.808.1492 • WWW.CORE3COMPANIES.COM

1716 R.T. DUNN DR. SUITE 4 • BLOOMINGTON, IL 61701



We Make Properties Work!

Building Report:

Decks: All decks on this year's list that were targeted for deck board replacement were finished. All remaining decks will have their wood deck boards replaced with composite deck boards in 2019.

Mike Kiernan reported that there were no further updates to last month's Building report.

Community Relations:

Gary Rafool reported that the new Stop sign is now in place, and that Joe Kerr (#102) was responsible for the new additional signs under both Stop signs at our front entrance that read, "Oncoming Traffic Does Not Stop." Thank you, Joe!

Anne Dickison referenced an article in the August 14 *PJS* noting that the East Peoria Cleanup Week was scheduled one month earlier this year. This year's only Clean Up event will take place September 10-14. The traditional Spring Clean Up Week fell victim to the city's budget cut. Items to be picked up must be placed at the end of the unit's driveway at least four feet away from garbage totes, and are not to appear before September 8. Please check the East Peoria website or call the City for rules concerning this Clean Up, as this is a City-sponsored activity. Clean Up items must be ready for pick-up by 5:00 am on the regular garbage pick-up day. Accepted are "furniture, mattresses and other household items, tree limbs and brush." Items NOT accepted include TVs, computers, small electronics, tires, appliances, water heaters, water softeners, construction materials, tile, and hazardous materials such as paint, pesticides, gasoline and motor oil. Clothing and other small items will not be accepted in Clean Up piles because they can be discarded in the regular totes along with other household garbage. Any items the City deems they will not pick up must be immediately removed from the driveway by the owner.

Anne Dickison also noted that the new blue-topped recycle totes can be purchased online from the City of East Peoria and used immediately for our now every-other-week recycle pickup, but will not be required until July 2019. The only tote size available online is the larger 90-gallon size. Smaller totes can be purchased in stores and used for East Peoria recycling just so long as their lids are painted blue.

Old Business:

Fourth of July Breakfast: Thank you to Vickie Carmany, Joan Utley, Kathy Kiernan, Myra Nehmelman, Nancy Stoller, and Anne Dickison's friend Tom Millen, for all the help with setting up and deconstructing the HOA's annual Breakfast. Thanks also to all those who supplied the delicious potluck dishes. Joan's high-octane slushies were particularly well received, and rumor has it that Jim Carmany is still eating those fabulous cinnamon rolls provided by new owners Isaac and Mary Imig!

Holiday Decorations: Core3 sent out a solicitation for volunteers to continue our HOA tradition of holiday decorations. Several owners responded, but none were in a position to assume a leadership role. Jim Carmany did go to GreenView to sound out possibilities for commercial management, and received a quote (which was quite expensive), but was concerned that their terms did not include interim surveillance or responses to burned out bulbs or other problems. Additionally, if the HOA did hire someone to assume the responsibility for holiday decorations, the employee must be covered by workman's comp. Though not able to perform all operations, several volunteers would be available this winter to help in some capacity. If anyone is interested in organizing the workforce and taking on a leadership role for setting up, maintaining, and taking down our decorations, please contact Jim Carmany or Core3 for details.

After the meeting, owner Mike Kiernan volunteered that Mike and his wife Kathy would lead this effort for the winter of 2018/2019. Mike and Kathy would appreciate any and all volunteers that could assist them.

REAL ESTATE SERVICES • CONSTRUCTION SERVICES • MAINTENANCE & LANDSCAPING

P: 309.808.8125 • F: 309.808.1492 • WWW.CORE3COMPANIES.COM

1716 R.T. DUNN DR. SUITE 4 • BLOOMINGTON, IL 61701



We Make Properties Work!

New Business:

A **Change Order** submitted for #208 to enclose its porch was approved. Richard Cole will perform the work, and has been in touch with Tempco to match the partitions and glass to that of neighboring porches.

2019 Decks: Jim Carmany noted that negotiations to extend contracts with existing providers were underway this month, and he summarized some of the discussions. One commitment in particular would have to be made before our 2019 Budget could be voted upon in November. Jim made a motion to authorize the 2019 expenditure to not exceed \$20,000 for Richard Cole to replace deck boards with composite on the nine remaining decks. Sue McGill seconded the motion, and it passed unanimously.

2019 Asphalt: Jim discussed 2019 road projects planned for the frontage road in front of the 200s and 300s. First, work on the 200x frontage road would be completed in the spring of 2019. Then, a bit later in 2019, work on the 300x frontage road would be completed. Work is being divided into two different segments at the suggestion of the asphalt company since they cannot do both stretches of road at the same time, and the recognition that if both areas were worked on at the same time, there would not be enough available parking to accommodate all the displaced vehicles. After new blacktop is put down, approximately five to seven days are required for asphalt curing and setup. Parking and entrance/exit directions will be provided prior to the start of the roadwork. Money for road improvements will come from the Reserves. Jim Carmany suggested waiting for input from Mike Childers before finalizing plans with the asphalt company, City Coal.

2019 Budget Planning: Preparations are already underway. Tentative September dates for Board discussions were identified. The proposed 2019 budget will be presented and discussed during September and October HOA Board meetings. After revisions (if any are recommended and agreed upon), the Board will vote on adopting the proposed 2019 budget at the November HOA Board meeting.

Motion to Adjourn:

A motion to adjourn the June meeting was made at 8:10p by Mike Kiernan, seconded by Sue McGill, and approved by all. The next Board meeting will take place at Jonah's on Monday, September 17, at 7:00p.

Respectfully submitted,
Anne Dickison, Secretary

REAL ESTATE SERVICES • CONSTRUCTION SERVICES • MAINTENANCE & LANDSCAPING

P: 309.808.8125 • F: 309.808.1492 • WWW.CORE3COMPANIES.COM

1716 R.T. DUNN DR. SUITE 4 • BLOOMINGTON, IL 61701