

Harbor Pointe HOA Board of Directors Meeting Minutes: August 16, 2021

Due to Covid-19 precautions, HOA Board Meetings are being held by ZOOM.

President Jim Carmany called the August HOA meeting to order at 6:14p immediately following adjournment of the Special Membership Meeting convened for voting on repealing and replacing the original HOA Bylaws with an updated and more consolidated version. Board Members present for both meetings: Jim Carmany, Sue McGill, Mike Kiernan, Gary Rafool, Isaac Imig, and Anne Dickison. Absent: representative from Core3 Property Management. Eight additional homeowners also participated by ZOOM.

Approval of Prior Minutes:

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

Property Manager's Report:

Jim Carmany reported that the recent property turnovers have gone smoothly. Core3 is overseeing that all Homeowner Insurance policies meet HOA requirements, property maintenance items are noted and addressed, gate fobs work, new owners are oriented to and able to access HOA communications, and that the process for submitting Change Orders is understood.

Unit #600 closed this morning. Currently no other units are listed for sale.

Treasurer's Report

In advance of tonight's ZOOM meeting, Treasurer Sue McGill e-mailed Board members the July Financials.

Long Term Reserves

2020 represented the lowest Reserves balance of our Long Term Capital Improvements cycle. Our Reserves started this new budget year at **\$64,741**, but with a budgeted move of **\$10,000** from *Operations* to *Reserves*, and the ongoing monthly transfer of **\$6667/month** from dues, as of April the Reserves balance rose to **\$101,419** prior to all budgeted 2021 expenditures for roofs, roads, and other capital improvements. All planned roof replacements for this Long Term Planning cycle have now been completed. YTD in July, the Reserves Total was **\$82,491**, up from **\$80,513**, and included completed Concrete (Driveway) work expensed at **\$4693**.

Operations

As of July, the Operations checking account has **\$75,056** in it, down from **\$75,937**.

The Operations Checking Account Total is summed from three sources:

- 1) Prior years brought forward (retained) from 2020: **\$47,617** as compared to **\$37,778** a year ago. This "Prior Retained Earnings" number remains constant all year.
- 2) Pre-payment of dues: **\$19,883**. This is just timing.
- 3) Net (Income Minus Expenses) July Year-To-Date: **\$7,556**. Since the YTD Budget for July is **minus \$17,214** and the Actual is **\$7,556**, this is **\$24,770** better than Plan for this stage of the fiscal year.

Income was **minus \$1,112** for the month of July.

Treasurer's Notes:

*Items of significance or Variance from the Budget:

- Tax preparation*: paid **\$350**.
- Landscaping & Grounds*: will show up next month for the project on the riverside of Building 200.
- Landscaping Trees & Shrubs*: **\$2041**; YTD **\$5464** against a total budget of **\$3500**
- Maintenance*: YTD **\$3632** against a total budget of **\$17,000**. Future Building Exterior Cleaning will be in this line item. Dryer Vent cleaning is also in this line item.
- Maintenance Parking Lot* (minor road repairs): YTD zero of **\$4000** total budget.
- Gate/fence Maintenance*: YTD zero of **\$2400** total budget.
- Insurance*: pending

**Landscaping* is over budget this year. *Maintenance* will go over budget with exterior cleaning and dryer vent cleaning. Discussion taking place included identifying factors that might have led to increased landscaping project expenses; the observation that similar riverside projects from past years did not seem to bill evenly year-to-year and were increasing much faster than expected; and how elective projects were being prioritized, discussed, and activated once it looked as if they might exceed what had been approved in the annual budget. Further discussion involved how shifting line item expenses or *Operational versus Capital Improvement* allocations could facilitate meeting the approved Budget parameters yet still keep the improvement initiatives going strong.

Jim Carmany noted that Core3 had evaluated the premises and submitted a quote for scraping and painting the wrought iron perimeter fence, and would be starting that project this Thursday. He clarified that the Reserves' Long Term Plan for this year had an untapped line item for *Sewers* that could be redirected towards fence painting, so the estimated \$3000 expense could come from *Reserves* and not *Operations*.

Gary Rafool moved to accept the Treasurer's Report, Mike Kiernan seconded it, and it passed unanimously.

Parliamentarian Report:

Gary Rafool briefly summarized how things currently stood with the liens on unit #520, and updated us on considerations as discussed with our Collections Attorney and our HOA Attorney. As many legal proceedings are being put on hold by Covid-19 and altered by the status of changing moratoriums and financial packages, it is unlikely that this matter will come to conclusion any time soon.

Building Report:

Isaac Imig reported the occurrence of three roof leaks over the past thirty days. The roofs were all under warranty. Massey's Roofing will return as soon as the weather permits.

Sue McGill shared her discovery that irrigation controllers operated through Wi-Fi are now available, and would be worth looking into for a future time-and-energy-savings idea for managing our irrigation system.

Landscaping Report:

Mike Kiernan reported that the landscaping project behind Building 200 was now completed. He proposed the idea that since Landscaping had gone over budget in 2021, that we take this into consideration when deciding on the Landscaping Special Projects budget for 2022.

A possible "pumpkin connection" has been identified. Plans are underway for autumn decorating. Historically the pumpkins and seasonal mums have really added to Harbor Pointe's community charm.

Community Relations:

Jim Carmany noted that the East Peoria City Council had approved the petition submitted to and approved by the East Peoria Zoning Board of Appeals for Rebecca Waggoner and her property's other co-owner (her father) to obtain a Special Use Permit to allow short-term rentals of her berthed property, one of the two non-navigational floating houses moored at EastPort Marina's Dock F. The caveat to this Special Permit approval was that the granted Special Permit applied only to the current co-owners and did not extend to other EastPort boat owners or to any future owners of Rebecca's property or enterprise. Should the property change hands, the new owners would have to apply anew for another Special Permit and show similar compliance to rental and advertising certification requirements.

Old Business:

Roads: Asphalt projects everywhere have surged both in numbers and size this summer due to increased availability of infrastructure funds and a prioritization of school parking lots and access roads. Depending on the weather and the availability of asphalt, the next stage of our roadwork will take place on the main road starting from the turn-in to the 200s, past all of the 300s, and up to and across from the middle of 402's driveway. Residents of Building 400 (except for units #400 and #402) can continue to use their garages and driveways and can enter and exit from the rear gate, and residents of the 100s and 200s can enter and exit from the front entrance as usual. Occupants of the 300s will be without garage access or driveway parking for about a week, and will need to park in either one of the additional paved parking areas or in a designated area on our main Harbor Pointe Drive. Core3 will send out notices and parking instructions as time grows closer. Once the asphalt work is completed, there are several areas on our main road in front of the 400s and 500s that will need patches before the winter.

Change Order: A Change Order submitted several months ago regarding the proposed replacement of a deck sliding glass door with a French Door model that was compatible in style and color with the other decks' sliding glass doors was withdrawn by the owner due to financial and logistical considerations.

Wrought iron perimeter fence around Harbor Pointe: The black wrought iron fence that surrounds the property badly needed to be painted again, and parts of it needed repair or replacement. Repairs under consideration were presented to the Board by email as well as the projected strategies for making walking gate fence posts stronger, less prone to frost upheaval, and less likely to shift and warp over time.

No repairs were needed to the front gate's pedestrian walking gate or the pool gate at this time. The riverside walking gate across from the 4xx building was straightened, a new iron lockbox was welded on to replace the badly rusted out existing lockbox, and its rusting hinges were replaced by new hinges. This riverside walking gate's repair is now complete. Repair work on the walking gate connecting us to Stoney Creek Inn, and the walking gate across from Unit #218 riverside are also now completed. These two gates were heaving and shifting causing them not to open at times or their locks to not work. To repair these two gates, they had to be dug up by breaking through their existing concrete anchors, and existing gateposts had to be pulled out. Postholes were then dug deeper underground than the 28-30 inches used originally, and were converted to more frost-heave resistant holes placed ~40-42" deep and widened in diameter to about 12 inches. Additional iron post extensions were welded on to lengthen the existing gateposts by another 14-16". The new substantially deeper-and-wider postholes were anchored with more concrete than was originally used in order to significantly reduce soil shifting and the effects from changing soil moisture and temperatures. These two walking gate repairs required more time and materials than our other gate repairs in order to fix their problems, and to better stabilize the structures against future frost-upheaval issues. These posthole enlargement repairs, and similar posthole work still under consideration for the leaning walking gateposts at the rear entrance, will generate additional charges above what was projected and expected to be completed in September.

Wood fence at the south end of Harbor Pointe: Last spring, Sue McGill and Jim Carmany met with a representative of the Peerless Fence Company and received updated quotes and product specifics. Prices since then have increased considerably. Replacing wood with composite materials is significantly more expensive, but would give the fence a longer life expectancy and a better maintenance profile. From the supplier Home Depot, Sue obtained display samples of the SimTek fence materials widely used by Peerless and many other fence installation contractors. Discussions took place during several previous HOA Board Meetings about experiences with composites, cosmetic and functional considerations for the final choice of fences, options and availability of vendors, and potential financial approaches for the assumption of expenses. At our last meeting, several Board Members expressed preferences for the “vertical board” look as opposed to the layered flagstone appearance made with identical SimTec composite materials, but presenting a different cosmetic and more textured appearance. Sue noted that **\$15,000** in the Reserves (for planned long term capital improvement projects) was earmarked for replacement of the wooden fence.

In May, Sue sought additional information from Peerless and SimTek to compare prices, verify availability of materials, the cost of installation, and increases in labor costs. She received a fresh new quote for replacing the original 20+ year old decaying and tilting wooden fence that separates the 600 duplexes from the Marina boat storage area and warehouse. The composite fence would fit to the existing wooden fence footprint and would be installed with appropriately frost-heave-resistant fence posts and footings. The new quote for materials, labor, and installation of the “vertical board” SimTek product was in the neighborhood of \$19,500 depending on additional materials or supplies needed.

Considerable discussion took place about the timeliness of installation in the face of approaching cold weather; inflating costs of labor, composite materials, and lumber; and uncertainties involved in starting and financing any elective projects during the quickly spreading pandemic, supply chain shortages, impending restrictions, and uncertain economy. Jim Carmany expressed his serious concerns that while he supported this eventual replacement of the existing wood fence, the current fence was not in need of immediate replacement in 2020 and therefore should wait until next year to be replaced, and thereby allowing the HOA to take advantage of a possible lowering of currently inflated prices for wood or composite materials.

Sue made a motion to proceed with Peerless’ installation of the composite fence in the “vertical board” style to replace the existing wooden fence using the same fence footprint. Isaac Imig and Mike Kiernan expressed concerns about running into added expenses that would further stress this year’s budget, but said they would entertain the motion if an upper limit of \$20,000 were imposed. Sue amended the motion to read, “Proceed with Peerless’ installation of the composite fence in the “vertical board” style to replace the existing wooden fence using the same fence footprint, for a total cost to not exceed \$20,000.” Gary Rafool seconded the amended motion. In favor were Sue McGill, Gary Rafool, Mike Kiernan, and Anne Dickison. Opposed were Jim Carmany and Isaac Imig. The motion carried.

New Business:

Low Pressure Washing: By email last month, the Board exchanged thoughts about the benefits and disadvantages of the HOA employing a pressure washing company that supplies its own water and equipment and uses low-pressure techniques to clean sidings, soffits, and trim. Jim Carmany obtained a bid that included the additional cleaning of adjacent freestanding garages and decking, plus the option for individual homeowners to arrange for the low-pressure cleanings of their unit's patio and/or driveway at the owner's expense for \$50 per patio or driveway. Though reservations were expressed about undertaking any new elective expenses at this time, the financial package and techniques used sounded promising, and added options for owner-financed pressure washing of patios and driveways were quite appealing. To spread out the total cost of pressure-wash cleaning of all properties to more than just one single fiscal year, the plan was implemented to lock into the currently offered prices and arrangements, but commit to only two buildings for 2021 and adjust the scheduling of future washings as determined by budget, availability, satisfaction with the 2021 trial washings, and continued perceived advantages to this boost to curb appeal and property upkeep. The first trial of low-pressure washings will be scheduled for the 100 and 200 Buildings and their adjacent garages in September. All homeowners, not just those in the 100s and 200s, can elect to have their unit's patios and driveways washed at their own expense during the same time interval that units in the 100s and 200s are being washed during their designated dates in September. The Power Wash Company will collect checks for cleaning individual patios/driveways at the time of their services.

Motion to Adjourn:

The next Zoom HOA Board meeting will take place on Monday, September 20. Core3 will send out a link with the agenda.

Gary Rafool made a motion to adjourn the August meeting, everyone seconded it, and all applauded. The Zoom meeting ended at 8:05p.

Respectfully submitted,
Anne Dickison, Secretary