



## Harbor Pointe HOA Board of Directors Meeting Minutes: June 18, 2018

President Jim Carmany called the meeting to order at 7:02p. Other Board Members present: Gary Rafool, Sue McGill, Mike Childers, Mike Kiernan, and Anne Dickison. Core3 Property Manager Mark Fetzer was not present. Five additional homeowners attended this meeting.

### Approval of Prior Minutes:

Due to extenuating circumstances, May Minutes were not yet available for approval.

### Property Manager's Report:

No report

### Treasurer's Report:

June financials were emailed to the Board by Sue McGill, and are used for the report below.

The starting figure for the Reserve Balance carried forward to 2018 was **\$155,832.78**. June's Year-To-Date Reserves balance is **\$181,354**. At this same point in 2017, our Reserve Balance was approximately **\$242,000**. As per the 2018 Budget, **\$6250** per month from dues income is transferred each month from Operations to Reserves. The Reserves budget for 2018 includes **\$10,000** for road resurfacing (completed), **\$10,000** for deck replacements (completed), and **\$82,000** for roof replacements. The projection for roof expenses is based on three more sets of roofs to be replaced in 2018, with a fourth set of roof replacements possible. In June, \$15,000 was transferred from *Reserves Money Market* to *Reserves Checking* to pay for **\$18,000** in road resurfacing. *Operations* also expensed **\$7000** in roadwork.

The Operational Budget Checking account contains **\$88,360.87**. 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: **\$17,283.96**; 3) Net (Income Minus Expenses) Year-To-Date: **\$1,711.75**.

### 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.

\*Irrigation: **\$1455**

\*Landscaping and Grounds: **\$1089**

\*Maintenance (buildings and general): **\$1287**

*Operations YTD Actual* compared to the *Budgeted YTD* figure was expected to be **-\$11,479** at this point in the year, but is instead **+\$1712**. This reflects a swing of **+\$13,191**.

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

**Parliamentarian's Report:**

Gary Rafool introduced the topic of apparent non-compliance by some residents to the Harbor Pointe Rules and Regulations (governing external appearances) adopted last year, and he cited examples. Sue McGill also expressed concern about things she'd noted placed on, or hanging over, or threaded through, some railings. Gary read the pertinent Rules (Section 2) listing objects permitted on Patios and Decks. Extensive discussion followed about the definition of "tasteful," what constituted a violation, and how to proceed if the infraction was not just a matter of taste but in clear violation of the standing Rules. This led to further discussion about the next step to take if the owner had been made aware of the violation but was unwilling to make the required changes to achieve conformance. Jim Carmany asked Gary to draft a letter to Core3 Property Manager Mark Fetzter, to attach a copy of the Rules, and to be specific as to why the Board considered the contested situation to be in violation of the Rules and in need of change.

**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:** The system is now up and running due to the extensive efforts and muddy labor of volunteers Jim Carmany, Mike Childers, and Mike Kiernan; support team Vickie Carmany, Carl Stauske, and others; and vital use of the specialized golf cart Bill and Kathy Backes loaned to the HOA for getting around.

**Major landscaping projects:** Sue McGill reported that in continuation with HOA landscaping completed behind the 400s last month, work on similar landscaping behind the 500s would be starting in July.

**Insects** have been attacking crimson barberries and the newer roses, and something is affecting the daisies. This is being looked into, and measures will be taken.

Jim Carmany noted that in general, the landscaping looks really good this year, especially considering the harsh winter, late spring, very hot June, and problems with the irrigation system.

**Building Report:**

**Fence painting:** Mike Childers observed the hourly-wage painter was working diligently to scrape off rust and touch up the fence, but that it looked like he was tackling the whole thing and not just the parts that needed it the most. Jim Carmany clarified that the contract with the painter specified 40 hours of labor, but said that he would go around with the painter to examine the condition of the fence in greater detail, and would help with selection of areas in greatest need of attention.

**Roads:** Planned roadwork on the front entrance and in front of the 100 duplexes is now completed. Next year the road in front of the 100s will need to be sealed. Sealing in front of the 400s will take place this fall and will come out of the *Operations* budget for about \$500. The next section of road to tackle will be either the 200s or 300s frontage road. Both areas have rock extensions that will need to mature (and sink in with time) before those roads are milled and resurfaced.

**Decks:** Eight remain to be finished.

**Community Relations:**

Noise originating from across the river was recognized as being unpleasantly loud, but we are not in a position to affect a change.



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## Property Management - Construction Services - Maintenance & Landscaping

### Old Business:

**Rules violations:** After personal visits from members of the Board were neither effective nor well-received, a copy of the Rules and Regulations and two letters of notification were mailed to a new resident. If not resolved, the matter will be referred to an attorney for the imposition of fines. Before that step is taken, the resident will be invited to address the Board to discuss the infraction and ways to resolve the issues of non-compliance.

**Fourth of July Breakfast:** Core3 will send out another notice. RSVPs and inquiries can be made to Vickie Carmany. Free-will donations to help defray costs can be made at the time of the Breakfast.

**Benches:** Joan Utley and Nancy Kypta sent an appreciated thank you note to the HOA for allowing them to present a request to place benches in the open grassy area between Harbor Pointe and Stoney Creek Inn, and for the HOA's prompt response. The chosen benches are now in place, and offer inviting destinations for rest and conversation.

### New Business:

**Bill and Kathy Backes's golf cart:** For the past several years, homeowners Bill and Kathy Backes allowed the HOA to use their modified 12-year old golf cart free of charge in exchange for its storage in our HOA garage. They now wish to part with their cart, and have offered the HOA the opportunity to purchase it for \$1000. In order for it to be used once again as a golf cart, its structural modifications would have to be undone. This cart has been used extensively to put up holiday decorations, address gate issues, check conditions of the property after storms, troubleshoot the fence or unit problems, and most importantly, ride herd on the irrigation system. Jim Carmany made a motion that the HOA purchase the Backes's cart for **\$1000**, Mike Childers seconded the motion with the amendment that we also get it tuned up, and all unanimously and gratefully approved the motion and its amendment.

**Patio, Decks, and Door Jamb painting:** Jim Carmany summarized the condition of structures he'd reviewed throughout the community, discussed the situation with Core3, and summarized his findings for the Board. Core3 suggested addressing the desired touch-ups with Core3 Construction, and submitted a price quote that was reviewed with the Board. \$7500 would cover all the painting touch-ups on indicated patios, decks, and door jambs. Jim noted that \$10,000 remains in the Maintenance budget for 2018. Gary Rafool made a motion that the HOA hire Core3 Construction to do all indicated painting to our townhouse wood decks, townhouse door jambs, patio posts on the riverside, and front door main entries to all units needing touch-ups, to not exceed **\$8500**. Sue McGill seconded the motion, and all approved.

**2019 Budget:** Jim Carmany reminded us that two significant contracts are coming up for renewal: Core3 Property Management, and our contracted landscaper, Cuttin' It Close. Jim had been in discussion with both companies. Questions took place about the responsibility for and quality of snow removal services, and the consolidation of other landscaping services. Also discussed were advantages and disadvantages of establishing longer 5-year contracts as opposed to the current three years (Core3 Property Management) and two years (Cuttin' It Close).

### Motion to Adjourn:

A motion to adjourn the June meeting was made at 8:15p by Gary Rafool, seconded by Sue McGill, and approved by all. The next Board meeting will take place at Jonah's on Monday, August 20, at 7:00p.

Respectfully submitted,  
Anne Dickison, Secretary