

## Harbor Pointe HOA Board of Directors Meeting Minutes: May 17, 2021

Due to Covid-19 considerations, HOA Board Meetings are being held by ZOOM. President Jim Carmany called the May HOA meeting to order at 6:03p. Other Board Members present: Sue McGill, Mike Kiernan, and Anne Dickison. Gary Rafool, Isaac Imig, and a representative from Core3 Property Management were not present. Two additional homeowners also participated.

### Approval of Prior Minutes:

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

### Property Manager's Report:

Jim Carmany reported that Real Estate turnover for Harbor Pointe continues to be quite good. Core3 has been receiving numerous calls from Realtors about all the sales and closings. No new properties have gone on the market, and all that were on the market are now sold.

### Treasurer's Report:

In advance of tonight's ZOOM meeting, Treasurer Sue McGill e-mailed Board members the April 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 the 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**. Year-To-Date, as expected, there have been no additional Reserves expenses. However, the roof project was completed in May so approximately **\$30,000** will show up in next month's Financials, and roadwork and driveway capital improvement expenses will follow that.

### Operations

The Operations checking account has **\$82,745** in it, down from **\$86,115**.

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. (Secretary's note: April Minutes contained a typo and underreported 2020 Retained Earnings by \$1000. This is now corrected.)
- 2) Pre-payment of dues: **\$20,642**. This is just timing.
- 3) Net (Income Minus Expenses) April Year-To-Date: **\$14,486**.

**Treasurer's Notes:**

\*Items of significance or variance from the Budget:

--In April, snow removal came in at **\$1962.50** against the budget of **\$2000**, so YTD is **\$4177** against a budget of **\$7000**.

--*Landscaping Subcontractors* did not bill their monthly maintenance contract for April, so two bills are expected next month. This expense is budgeted as seven monthly payments.

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

**Parliamentarian Report:**

In the absence of Parliamentarian Gary Rafool, President Jim Carmany briefly updated those present on how things stood with various proceedings including delinquencies, collections, and the lien on #520.

A review of the HOA's ByLaws has been underway by email. Isaac Imig volunteered to work with Jim and Gary to create an interactive copy of the original documents so the Board could share documents for editing, discussion, and ease of referral. Jim indicated that depending on the timing and the availability of personnel, Core3 might be able to assist us with typing up and formatting the revised Bylaws' final document to make it more universal and easier to reference. Once a final draft of the revised ByLaws has been prepared and approved by the Board, the draft would be voted upon by HOA homeowners, and officially recorded in the Deeds Office. Further discussion on compliance questions to the adopted Rules of 2017, and tentative modifications to the original ByLaws will be deferred until Gary can be present.

**Building Report:**

Jim Carmany for Isaac Imig reported that Isaac has started to trim around the roof drain pop-ups and work with the irrigation zone control boxes. Sue McGill and Jim Carmany both gave brief updates on status of plans for companies to come out to evaluate and price potential work to be done on the wrought iron perimeter fence and the wooden fence separating Harbor Pointe from the Marina warehouse area.

**Landscaping Report:**

Mike Kiernan reported that the three trees that were goners have been removed and replaced. Colorful flowers have been planted around the mailboxes and each building entrance's roadside beds.

As reported by Jim, Commercial Irrigation was delayed in starting to blow out the irrigation systems for all three systems it manages: Harbor Pointe, EastPort Marina, and Stoney Creek Inn. Unfortunately, several breaks were discovered that required repairs. Start-up was initiated about three weeks ago, but was again paused after discovery of a corroded vital big filter. This was successfully replaced, and now all zones have been tested except for the zone supplying the end of the 600s where there is still an irrigation line break. Many sprinkler heads also need replacement. Fortunately, the recent rains have been conveniently timed so Harbor Pointe's grass, new flowers, and landscaping are doing very well without added irrigation.

Work on this year's "special project landscaping" behind the 200 building will probably start in July after roofs and roads are completed, and landscaping activities of spring and fall are not also competing for attention.

### Community Relations:

Jim Carmany reported that he and Sue McGill attended the East Peoria Zoning Board of Appeals meeting on May 10th to hear the petition submitted by Rebecca Waggoner for a Special Use permit to allow short-term rentals of her property, one of the two non-navigational floating houses moored at EastPort Marina's Dock F. The public hearing was also live-streamed on the City's Facebook site. After discussion, the Zoning Board decided to postpone its decision for another 45 days. Notice of the next public hearing to hear this petition will be mailed to all neighboring property owners as before.

### Old Business:

**Dryer Vent Cleaning:** The HOA project to coordinate/provide vent-cleaning services was set in motion this year with the choice of Meinders to supply the vent-cleaning services to two buildings at a single visit per year, and with building sets rotated every three years. Some of the units have very steep roofs, and Meinders' cleaning equipment enters the dryer vents from the top, so the HOA will hire an assistant from Massey Roofing for Meinders' roof work. The coordinated dryer-vent cleaning services, scheduled for only one single day each year, are now set in 2021 for the **morning of Saturday, June 26**. The 600 duplexes will be dryer-vent cleaned first, then with an assistant from Massey Roofing in place for the taller and steeper roofs, dryer vents in the 500 building will be cleaned. In the event of bad weather, the designated dryer vent-cleaning day will be rescheduled. Core3 will send out notices reminding us which units are on the list to be vent-cleaned on **June 26<sup>th</sup>** so people can make plans to have someone inside the unit to turn on the dryer. Dryers must run for 10-15 minutes while cleaning service personnel are still on the roof and able to confirm air flow. Individual homeowners are strongly encouraged to keep on top of this important issue and to make arrangements for someone else to turn on their dryer if they can't be present. Clogged dryer vents are a leading cause of fires.

**Roofs:** The final roof to replace during this particular long-term capital improvement cycle was completed last week right as the rains came. Massey Roofing will be returning to clean up, but are otherwise done with planned roof replacements. Roofs on units built more recently than the first group should be good for another couple of years before needing to be electively replaced.

**Roads:** Depending on the weather and the availability of asphalt, the next stage of roadwork will begin mid-to-late June on the main road 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 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 parking for about a week. Core3 will send out notices and parking instructions as time grows closer. Once the asphalt work is completed, there are several areas in front of the 400s and 500s that will need patches before the winter.

### New Business:

**Wood fence at the south end of Harbor Pointe:** Sue McGill met with "Peerless" and is waiting on a new quote. Prices have increased considerably. Replacing wood with composite materials is significantly more expensive, but would give us a longer life expectancy and a better maintenance profile. She is still looking into additional vendors for comparisons and availability.

**Wrought iron perimeter fence around Harbor Pointe:** The black wrought iron fence that surrounds the property badly needs to be painted again, and parts of it are in need of repair or replacement. Jim Carmany looked into estimates and options, and is coordinating his perimeter fence efforts with Sue's to address replacement of the wood fence, and Isaac's to maintain the gates and entrances. A designated **\$30,000** is available in the Reserves for fence maintenance, but more may be needed. Three gates are in need of repair. An independent quote for gate repair and post replacement was obtained and will be considered.

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**Motion to Adjourn:**

The next ZOOM HOA Board meeting will take place on **Monday, June 21, at 6:00p**. Core3 will send out the link. The ZOOM session ended itself at 6:37p before motions to adjourn could be made and seconded, but we were all in agreement that topics were covered and business was done.

Respectfully submitted,  
Anne Dickison, Secretary