

Harbor Pointe HOA Board of Directors Meeting

Minutes: May 19, 2025

HOA Board Meetings are being held by ZOOM. President Jim Carmany called the May HOA Board Meeting to order at 6:03p. Other Board Members present: Mike Kiernan, Greg Smith, Denny Klein, Gary Rafool, and Anne Dickison. Core3 Property Manager Mike Mayers and three additional homeowners also participated.

Approval of Prior Minutes:

President Carmany asked for corrections to the April 21, 2025 HOA Board Meeting Minutes, but none were offered. Mike Kiernan made a motion to accept the Minutes as written, Greg Smith seconded, and the April Minutes were approved unanimously.

Property Manager's Report:

Prior to tonight's meeting, Mike Mayer emailed his Core3 Property Report to the Board.

- Accounts Receivable – Up to date
- Accounts Payable – All bills paid as received
- Still need the Certificate of Insurance for Pinnacle Security (the invoice will not be paid without it)
- Projects – Painting of the wrought iron fence on the north side of the property is desired but not yet negotiated.
- The sale closing on #208 is May 23rd. The new owner is identified and has signed the New Owner package and is providing the Certificate of Insurance.
- Sale pending for #414

Treasurer's Report:

Treasurer Greg Smith has been diligent in emailing the HOA's monthly Financials and a short summary of each month's highlights; he just received the reports today and will distribute them soon. The monthly distribution of information has been particularly helpful in keeping track of expenses not line-item listed or debited in the same month they occurred.

Long Term Reserves

*The monthly transfer of dues income from *Operations* to *Reserves* increased in 2025 from **\$7478** to **\$7607**.

*Initial 2025 Reserves Balance as of December 31, 2024 was **\$223,503.82** (as compared to **\$140,983.04** at the beginning of 2024).

*YTD April 30, 2025, the Reserves balance was **\$262,926.88**. Of this amount, **\$220,679.29** is currently held in a series of short-term CDs each yielding higher interest rates than what the same amounts were earning in our Money Market account.

Operations

As of April 2025 YTD, the *Operations* checking account has **\$94,866.58** in it.

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

- 1) Prior years brought forward (retained) from 2024: **\$54,719.87**. This “*Prior Retained Earnings*” number remains constant all year.
- 2) Pre-payment of dues
- 3) Net (Income Minus Expenses) [*Calculated Retained Earnings for 2025*]

Treasurer's Notes:

- To date, Operating account expenses are under budget by **\$3,824.96**.
- Snow removal YTD **\$3,887.50** (big savings so far!)
- Insurance YTD (**\$3,697.00**) (significant overage)
- Gate/fence maintenance **\$500.00**
- Maintenance YTD **\$2500**
- Other ongoing operating expenses include electricity, landscaping, legal & tax.

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

Parliamentarian Report:

Gary Rafool has again expressed admiration and appreciation at how good the grounds look.

Landscaping Report:

Mike Kiernan reported that tomorrow spring annuals will be planted by the front gate and mailboxes. A scheduled maintenance day will take place soon after that to replace plants that didn't make it through the winter. The next project to tackle is revising the landscaping around the 100x patios. Jim added that the HOA will be bringing in another load of landscaping rock to repair the landscaping bed dug up to fix an irrigation main line pipe leak.

Irrigation: Jim Carmany updated us that even though it took more time than expected, the irrigation repair work behind #218 was now finished. Digging up the broken pipe to replace it proved to be very labor-intensive. All other sprinkler heads have been checked and the system is ready to go. Start-up should take place later this week.

Gate and fence around pool: Jim reported that Denny Klein was able to get the pool gate working again, so securing bids for the more extensive wrought iron restoration work to replace that gate section of fence can be postponed for now. It was discovered that the City of East Peoria's swimming pool pumphouse building's rainwater downspout went underground around the gate, and that the underground tile took an uphill turn before angling downward again to empty out. Water trapped in the lowest portion was seeping out and contributing to frost heave and unstable anchors. The drain itself was patent so once the water had built up enough volume and pressure to overcome the uphill slope, it was able to drain satisfactorily. Employees from EastPort Marina dug up and corrected the slope on the tile tract so that rainwater would flow through it without having to deal with an uphill gradient.

Grass: Doing very well this year.

Building Report:

Jim reported that 1) The solar panel Change Order for #606 had been submitted and approved, and that 2) A Change Order was requested to formalize the garage floor and concrete patio epoxy coating for #300.

In answer to a request for an update, Carl Stauske indicated that he had met with the contractor just today to make plans for removing the overriding deck in order to access his porch's roof to repair a leak and replace the roof. He will be submitting a written Change Order to Jim very shortly for consideration and approval, and hopes to get this work underway soon.

Community Relations:

No report

Old Business:

Summary of e-mail motions and votes since our last HOA Board Meeting: During 2021, as more and more HOA business discussions, interactions, 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 period of time following the prior HOA meeting.

Subsequent to our last Board Meeting in April 2025, no 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 to supply the vent-cleaning services to two buildings at a single visit and rotated every three years. Some of the units have very steep roofs, and Meinders' cleaning equipment goes down the dryer vents from the top, so the HOA will hire an assistant from Massey Roofing for Meinders' roof work. The coordinated services are scheduled for only one single day of each year. In the event of bad weather, the dryer vent-cleaning day will be rescheduled. Core3 will send out notices identifying which units are on the list to be vent-cleaned on the specified day each year so people could make plans to have someone inside to turn on their dryer for 10 minutes while the vent cleaning is being performed on their unit. Individual homeowners are strongly encouraged to keep on top of this important issue. Clogged dryer vents are a leading cause of fires.

In 2021, ahead of schedule, all dryer vents from the 600s, 500s, and 100s were cleaned out. In 2022, dryer vents in the 300s and 400s were cleaned. In 2023, the HOA completed the three-year cycle with cleaning all the dryer vents in the 200x building. In 2024 the dryer vent cleaning was again completed on units in the 500s and 600s. The scheduled vent-cleaning practice on an experimental three-year cycle was deemed highly successful, safer, and well-received, and per the Board's approval, will be continued. Expenses will be paid out of the Maintenance Budget as before. Dryer vent cleaning of the 100s and 200s comes up next (in 2025) in the three-year rotation. As the summer progresses, Jim will look at the budget and make recommendations for when and what to schedule for later this year.

Roads:

Asphalt sealing is slated for the entire road this year. The newly sealed surfaces will take ~48 hrs of reasonable weather to dry well enough to drive on. The logistics for parking and access during section closures will be challenging so patience will be required by all. Gary asked if we might be able to park at Stoney Creek Inn or the Marina when our section of road was being sealed, and Jim said he would look into it. Road crack sealing will be performed prior to the entire road sealing. More detailed information will be emailed out prior to these sealings being performed.

New Business:

Gary noted that he was no longer able to read the numbers on the keypad of the front gate because they were so worn down. Jim said he had priced replacement keypads a few years back when they were repairing the gate, but prices have undoubtedly changed since then. He will touch bases with Oberlander to see what might be available and compatible with our system, and get back to us.

Motion to Adjourn:

A motion to adjourn the May 2025 HOA Board of Directors meeting was made at 6:26p by Greg Smith, seconded by everyone, and approved by all. The next ZOOM HOA Board meeting will take place on Monday, June 16, at **6:00p**. Core3 will send out the link.

Respectfully submitted,
Anne Dickison, Secretary