

Harbor Pointe HOA Board of Directors Meeting Minutes: November 15, 2021

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

President Jim Carmany called the November HOA Board meeting to order at 6:02p. Other Board Members present: Sue McGill, Gary Rafool, Mike Kiernan, and Anne Dickison. Absent: Isaac Imig and a representative from Core3 Property Management. Two additional homeowners also participated by ZOOM.

Approval of Prior Minutes:

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

Property Manager's Report:

Jim Carmany relayed that Core3 had nothing new to report this month. No dues are delinquent except for the one unit. The Sheriff's Sale for that unit will take place November 18th.

Treasurer's Report

In advance of tonight's HOA meeting, Treasurer Sue McGill e-mailed the October Financials to all Board Members.

Long Term Reserves

Our Reserves started this 2021 fiscal 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 2021 the Reserves Balance had risen to **\$101,419** before undergoing any capital expenditures for 2021. All major projects planned for 2021 have now taken place, and only a few capital improvement expenses remain pending.

YTD in October, the Reserves Total had decreased to **\$52,843**. Capital Improvement expenses for painting the perimeter fence added another **\$2,170** deduction in October, thus amounting to **\$4,560** so far in 2021. South Fence Replacement (**1/2 down payment = \$9,994**) was deducted from the Reserves in September, with the other half due on completion of the project. Capital Improvements for Roads this year totaled **\$28,310**, and Concrete came in at **\$5915**. For FY 2021, the HOA's Estimated Total Reserve expenditures should amount to **\$102,000** against its **budgeted plan of \$104,025**.

Operations

As of October, the Operations checking account had **\$43,603** in it, down from **\$57,064**, down from **\$63,563**, down from **\$75,056**. Decreases are expected as the year progresses.

The Operations Checking Account Total is summed from three sources:

- 1) Prior years brought forward (retained) from 2020: **\$47,617**. This "Prior Year's Retained Earnings" figure remains constant all year.
- 2) Owner pre-payment of dues: **\$14,905**. This is just timing.

Property Management • Landscaping • Construction • Residential & Commercial Real Estate

3) Net (Income Minus Expenses) October Year-To-Date: **minus \$18,919**. This net number is also the basis for “calculated retained earnings” that will determine the carryover to next year’s “retained earnings.”

It is estimated that at year-end 2021, total Operational expenses will not exceed the budget. The *Expected Net Income* for this October was actually **-\$21,889**, so we are doing **\$2970** better than we thought we would be doing in the YTD projections.

Treasurer’s Notes:

*Items of significance or Variance from the Budget:

--*Landscaping & Grounds*: YTD **\$11,670** of **\$9500 budgeted**.

--*Landscaping - Irrigation*: YTD **\$5649** against a total budget of **\$5000**. To be increased in the 2022 budget.

--*Landscaping - Subcontractor*: **\$11,628** this month for the final two payments; on budget for the year.

--*Insurance*: **\$4975** as budgeted.

Line items **over budget**: *Landscaping-Irrigation; Landscaping & Grounds; Landscaping Trees & Shrubs; Gate & Fence Maintenance*

Line items **under budget**: *Legal; Electricity; Snow Removal (fingers crossed); Maintenance (general); Maintenance Parking Lot (road sealing)*

Jim Carmany reported that the perimeter fence had been painted as far as the pool house, but that painting was now suspended for the year. Fence painting will be resumed and completed in 2022. The total cost of the capital expenditure for fence maintenance will come in at about **\$7000**.

Gary Rafool made a motion to accept the November Treasurer’s Report, Mike Kiernan seconded the motion, and all approved.

HOA Budget for 2022:

Following Board approval of the HOA’s draft budget at the October meeting, Core3 quickly distributed the proposed budget to all homeowners for review and commentary. This Board-approved proposed budget included the intention that in 2022, homeowner dues would remain the same. To date, Core3, President Carmany, and the other Board Members have received no homeowner feedback or objections to the proposals, and no questions or objections were raised during tonight’s HOA Zoom meeting. **Gary Rafool made a motion to accept the 2022 budget as proposed and distributed; Sue McGill seconded the motion, and the 2022 HOA Budget was unanimously approved.**

Jim Carmany would get the approved budget to Core3 tonight so that dues notices could go out in December. Due to changes in HOA insurance for the condo building, figures will need to be adjusted slightly for Building 500 homeowners (they will actually be a little less!). After December dues are paid, Core3 will send out 2022 payment instructions along with the individualized unit-specific statements for dues rates as of January 1st.

Parliamentarian Report:

Gary Rafool reported that following the court hearing in early November, Unit #520 property was turned over to a Sheriff’s Sale that was to take place November 18th. The property will go to the highest bidder, presumably the bank that now owns the mortgage. Gary gave further details about the judgment and steps potentially ahead to attach our HOA lien for unpaid dues to any future purchase of property the owner might try to acquire in Tazewell County. Unfortunately for the HOA, it was determined that there were no assets to collect, so the many months of unpaid dues come as a complete loss to the community.

Our Collections attorney returned a check for the unused funds (\$25.72) left over from his retainer for representation of the HOA in these collection proceedings. Treasurer Sue McGill will deposit the check and make sure the refund is properly recorded in the ledgers.

Gary also reminded us that the revised HOA Rules of 2017 did not allow seeded birdfeeders because seeds attracted rodents and other seed-eating creatures.

Building Report:

Jim Carmany for Isaac Imig reported that Building 500 experienced water damage through its new roofing, but that the source was unable to be located. Massey Roofing applied a sealant and will continue to monitor the roofs for leaks.

Landscaping Report:

Mike Kiernan reported that Jim Bill and his Cuttin' It Close crew gathered up many bundles of leaves today. The season's landscaping wrap-up is now completed.

The new grass planted along the edges of the newly asphalted road sections has taken root, so Jim will remove the cones and put them away for the winter. We are reminded that grass is not to be driven on, and we should all make efforts to keep the lawn looking its best.

November 27th is the target date for putting up the HOA's holiday decorations. The HOA received a generous anonymous contribution for festive new garlands.

If anyone is interested in helping to put up our Christmas lights, please contact Mike Kiernan.

Community Relations:

Jim Carmany attended the East Peoria walking/biking trail meeting at which Tri-County Regional Planning Commission Executive Director Eric Miller spoke. They are doing studies on possibilities for linking trails between Bass Pro and the new bridge, including ideas on how to best get through/around Dixon's, EastPort Marina, and other riverfront areas used commercially. The meeting was well-attended.

Old Business:

Summary of e-mail motions and votes since our last HOA Board Meeting: Over the past year but especially this past summer, as more and more discussions, HOA business discussions, 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 since the prior HOA meeting.

Subsequent to October's Board Meeting, no email motions were made, nor votes taken.

Wrought iron perimeter fence around Harbor Pointe: Unfortunately, painting of the wrought iron fence required much more time than anticipated. Work to complete painting of the prepared sections wrapped up for the 2021 season due to cold weather, and will be resumed in 2022.

Wood fence at the south end of Harbor Pointe: One-half down has been paid, and footprint grounds have been prepared. The remainder of the amount due will be paid on completion of the project. Materials have arrived. We are now just waiting for the installation by Peerless Fence Group. Weather depending, they will tentatively start the initial post placement work this Wednesday. Hopefully this new composite fence will be able to replace the decaying old wooden fence before the snow flies.

New Business:

Christmas Decorations: Mike and Kathy Kiernan (Unit #514) agreed to take on Christmas decorations again this year, but could always use volunteers. Please get in touch with them if you become filled with Christmas Spirits and wish to spread the cheer. Mike and Kathy are targeting the first week of December for putting up the holiday lighting.

Motion to Adjourn:

The next Zoom HOA Board meeting will take place at 6:00p on Monday, April 18. Core3 will send out a link with the agenda.

Gary Rafool made a motion to adjourn the October meeting, Mike Kiernan seconded it, and all approved. The Zoom Board meeting ended at 6:30p.

Respectfully submitted,
Anne Dickison, Secretary