



## **Harbor Pointe HOA Board of Directors Meeting Minutes: September 19, 2016**

President Jim Carmany called the meeting to order at 7:02p. Board Members present: Jim Carmany, Nick Johnson, Carl Stauske, Sue McGill, Mike Childers, Gary Rafool, and Anne Dickison. Core3 Property Manager Matt Smith and five additional homeowners were also present.

### **Approval of last month's Minutes:**

Gary Rafool wished to further adjust the modification to the first sentence of the Parliamentarian's Report in the June Minutes that was addressed in the July Minutes under "Approval of Last Month's Minutes." The adjusted modification now reads, "Harbor Pointe's original Bylaws and Declaration of Restrictions were recorded in Tazewell County in February of 1996. Amendments to the original Declaration of Restrictions were recorded in Tazewell County in 2006, but the Harbor Pointe Rules of 2003 and Rules revisions in 2006 were never recorded." Gary moved that the July Minutes be accepted with the adjustment, and Sue McGill seconded the motion. With no further discussion, all voted in favor of approving the July Minutes.

### **Property Manager Report:**

Core3 Property Manager Matt Smith reported that with an upgrade in the company's software currently underway, records of homeowner's insurances had been lost. Proof of insurance information will be re-gathered once the new system of ledgers is in place.

During discussion of insurance requirements and coverage, questions about the 500x condos arose. Jim Carmany will ask Harbor Pointe's insurer to clarify the HOA's responsibility for the condos. Core3 keeps track of individual owners' insurance information for the 500x condos as well as for the duplexes and townhouses.

### **Treasurer's Report:**

Sue McGill provided reports of the August financials including the income/expense statement for our Reserves. The current balance in the Reserves is **\$269,903.10**. This figure reflects income to the Reserves at \$5000 per month plus interest, minus allocated Long Term Capital Expenses. The starting figure for 2016 Retained Earnings was **\$324,368.50**. In August, **\$8800** was withdrawn from the Reserves for capital improvements to the front gate. Roof replacements made up the remainder of Capital Expenses for a Year-To-Date total of **\$95,930**. So far this year, Net Balance in the Reserves comes to a negative **\$54,465.50**.

The Operational Budget Checking account contains **\$53,985.83**. This is further broken down to: 1) Prior years brought forward: **\$35,361.35** (this number will be constant all year); 2) Pre-paid dues: **\$10,574.60**; 3) Net (Income Minus Expenses) Year-To-Date: **\$8,049.88**. The latter figure is normal for this time of year.

Treasurer's Notes on details of other expenses: 1) *Internet* and *Electricity* were recorded as paid twice; Core3 will correct this next month. 2) *Security* (**\$352**) was for July 4<sup>th</sup>; formerly this expense was captured under *Miscellaneous*. 3) *Landscaping - Trees and Shrubs* was over-billed by **\$415**; GreenView is to correct this. 4) For **\$1100**, Gene's Tree removed the damaged ash on the berm between the 400-garages and Unit #500. 5) GreenView planted four new trees (**\$1192**) in the Building 500 area. 6) Cuttin It Close expenses for work on projects at the front of the 500 Building and riverside of the 400 Building included Labor **\$3307.50**, Materials **\$940.70**, and Stump Removal **\$75.00**.

In consultation with other Directors, Treasurer Sue McGill prepared a tentative budget for next year that will be discussed in greater detail when the Board meets prior to the October Board meeting to address line item specifics and priorities before putting forth a proposed budget for 2017.

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

### **Parliamentarian's Report:**

Gary Rafool will defer to Old Business his input about changing or modifying Harbor Pointe's current Rules and Regulations.

### **Landscaping Report:**

\*Carl Stauske reported that plans were in progress to replace the large ash tree recently removed. Discussions took place over whether or not the unbudgeted tree replacement would displace other budgeted projects prioritized for this year. Certain landscaping projects already initiated in 2016 were not yet complete, and others in the works might come in less expensively using volunteer labor or alternate materials. For example, Mike Childers thought it possible to get a load of silt from EastPort Marina's dredging operation to spread over the exposed and lawnmower-nicked roots of the large locust tree in front of #106. Volunteers could rake over the silt and reseed it thus saving the high expenses of re-sodding.

Measures to improve drainage behind the 600s already took place, but rock still needs to be purchased and some landscaping bushes remained to be replaced. Cuttin It Close's original bid for providing a solution to the drainage problem was no longer applicable since Mike Childers already did most of the drain work.

Sue McGill made a motion that the HOA approve the following three landscaping projects, the total expense in 2016 not to exceed **\$1000**. 1) Replace the bush at the back of #604 and purchase rock to spread around in low areas to complete the drainage project. 2) Cover the exposed roots of the locust in front of #106, and 3) Replace the removed ash tree (estimate \$750). Carl seconded the motion, and it passed unanimously.

Nick Johnson urged that for future budgets we return to "must do" and "could do" financial allocations for landscaping projects. He proposed that unused portions of the "must do" budget from one year roll over to the next

year's "must do" reservoir so the HOA could more easily absorb unexpected but necessary expenses. Gary opposed this approach, advocating instead that all unused monies from Landscaping, Building, or other separately budgeted components flow directly to "Retained Earnings" if not depleted in any given year. Budget considerations will be discussed at greater length as the budget for 2017 is readied for proposal.

\*Last month Tru Green reapplied **grub treatments** to front lawns of all buildings. However, additional grub damages were reported on riverside lawns. Tru Green is aware of this and will get back to us about reapplication of the pesticide to riverside areas as well.

### **Building Report:**

\***Road cracks:** City Coal completed the patching project initiated last fall but delayed by the lack of asphalt. They also extended a bid of \$7000 to revise surfacing on the frontage road, and were willing also to retain this bid to 2017. City Coal will meet next week with Jim, Nick, and Mike to discuss options. Jim recommended that as part of this effort, the asphalt be extended 4-6 feet into the grass meridian separating the frontage road from the garage-parking road in order to give townhouse end-units more back-up space. Tentative approaches to drainage, materials, and other issues were discussed at length. The segment of frontage road passing the 400 Building was identified as the stretch in greatest need of attention, though Carl pointed out that the turnaround area was also showing excessive wear. If roadwork done on the chosen section proved to be a good solution over the years, we would consider using the same process on other sections of the road. Mike pointed out that the repaired road would still need to be sealed, so more road maintenance work would be required before completion of the entire project.

Nick Johnson made a motion for City Coal to proceed to work on the 400 Building road section this year with their current bid of **\$7000**, and to include expansion of the adjacent parking area by 4-6 feet as an additional expense. Sue McGill seconded the motion, and it passed unanimously.

\***Decks:** Work to convert deck wood to composite materials is currently paused. The last quote for composite materials was in 2010. Prices have gone up considerably. Discussions took place about how to prioritize, pay for, and conduct deck maintenance and repairs in the future. Nick and Core3 will obtain new bids.

### **Community Relations Report:**

\***Mariner's Way:** Nick Johnson reviewed that East Peoria City Commissioner John Kahl and EastPort Marina Harbormaster Ron Roberts wanted to improve appearances of the entrance drive off Route 116, and were open to aesthetic input from Harbor Pointe representatives. Sue McGill, Carl Stauske, and Nick Johnson met to brainstorm ideas and consider the limitations. They developed a list of recommendations including road resurfacing, texture and color restoration to the islands, and irrigation of existing green spaces. Sue McGill and Nick Johnson sent a copy of these recommendations to Harbormaster Ron Roberts, Commissioner John Kahl, and Mayor Mingus. Nick met with Mayor Mingus at a Morning with the Mayor session. Mayor Mingus agreed that the road was bad and would refer the matter to Dan Decker who was responsible for road maintenance decisions. Nick was assured that though roadwork would probably not occur this year, it would be considered for next year. Nick also identified a need for establishing cross walk lines guiding pedestrian traffic between the Stoney Creek side and Jonah's Seafood side across the often busy Mariner's Way.

\*Jim Carmany reported that Cullinan Properties' Property Manager did give approval for Harbor Pointe to plant a **tree barrier** on the Cullinan side of the iron fence in front of the 400-500 Buildings to serve as artistic and acoustic buffers to traffic on Route 116.

\*Mike Childers reported that the **pump** supplying irrigation water to the complex seems to be running more quietly. Being forced to replace the pump this year seems unlikely, but when to do it is still being discussed.

\*Jim Carmany talked to Mayor Mingus and Commissioner Dan Decker about including Harbor Pointe in the City's **curbside pickup of bulk waste**, and they agreed to look into it pending discussion with the new City Administrator, Jeffery Eder. Core3 will distribute specifics as the dates draw nearer.

Mike Childers had no further reports for Community Relations.

### **Old Business:**

**Revision of current Rules and Regulations for exterior appearances:** In June, President Jim Carmany appointed seven homeowner representatives from the six buildings (dividing the 500 Building into upper and lower units) to review Harbor Pointe's existing Rules & Regulations governing external appearances, and to make recommendations to the Board, if any, for modifications or changes. The scope of the Committee's initial review excluded landscaping actually planted in the ground, but did include movable plants and other decorations on decks, patios, and in garden areas including the courtyards. Committee members included Anne Dickison (100x), Diane Joynt (200x), Tom Zaia (300x), Chris Goforth (400x), Myra Nehmelman (upper 500s), Sandy Anderson (lower 500s) and Sue McGill (600x). Chaired by Sue McGill, the Rules Committee met seven times over the summer and made several additional rounds to look at specific items under discussion. Committee members were encouraged to talk to neighbors to solicit opinions and concerns. Each Harbor Pointe Rule was considered independently and sequentially, and suggested modifications were prepared for the Committee's final discussion and consensus in September. Sue provided each Committee member with copies of the current Rules, relevant Declarations of Restrictions, spreadsheet of existing "infractions" to our current Rules and Regulations, and examples of Rules and Regulations used by other COAs and HOAs. A final summary of the Committee's deliberations and recommendations included notations of words and phrases eliminated, created, or modified during the course of discussion. Though consensus was reached for most of the modifications to be recommended to the Board, the Committee remained divided on several controversial points. The final summary of proposals for changes to the existing Rules was circulated first to the Committee members and President Carmany, and then to Harbor Pointe's Board of Directors.

President Carmany thanked Sue and the Rules Committee for the considerable time and effort the Committee invested this summer in examining the existing Rules and considering which modifications to recommend to the Board. Committee Member Diane Joynt expressed that the new proposals are broader and more reflective of current practices. It was observed that a clarified, broadened, and more contemporary set of Rules should provide a better framework for recognition and citation of future infractions. The question was raised about the best forum for discussion of the more controversial areas prior to the proposed modifications coming to the Board for vote. President Jim Carmany and Treasurer Sue McGill both urged the Board to focus on completing preparations for the proposed 2017 budget and bringing the budget to homeowners for vote before turning to consideration of changes to the current Rules and Regulations.

**New Business:**

**\*Proposed HOA Budget for 2017:** Treasurer Sue McGill distributed a preliminary Operational Budget and projections for the Reserves as starting points for discussion. Roofs and Roads remain major considerations for next year's Long Term Budget planning. Several vendors were approached to submit bids. Gary Rafool noted that if more roofs were replaced sooner than originally projected, we should be mindful that a Special Assessment or Loan might become necessary. Jim Carmany and Sue McGill have been gathering information about bank loans, and Gary began looking into procedures for Special Assessments. Possible dates to work on budget preparations were identified, and October 6<sup>th</sup> was selected as the most promising. Jim Carmany will ask Core3 to send all homeowners a notice of time and place these budget discussions would take place.

**\*Bad grass:** Nick Johnson reported the appearance of clumps of bad-looking grass at the front gate. One of our vendors took a sample and recommended killing it, digging up the roots, and reseeding the area later. Roundup will kill unwanted types of grass. All present agreed that it should be addressed before the unwanted grass takes hold more extensively. Sue McGill offered use of her Roundup and spray applicator.

**Motion to Adjourn:**

A motion to adjourn the September meeting was made at 9:04p by Nick Johnson, seconded by Sue McGill, and approved by all. The next HOA Board meeting was scheduled take place at Jonah's at 7:00p on Monday, October 17, 2016, but was subsequently changed to **October 24<sup>th</sup> at 7:30p** after a poll of Board Members suggested fewer conflicts for the 24<sup>th</sup>.

Respectfully submitted,  
Anne Dickison, Secretary