

Harbor Pointe HOA Board of Directors Meeting Minutes: September 18, 2023

HOA Board Meetings are being held by ZOOM.

President Jim Carmany called the September meeting to order at 7:05p (delayed to secure a quorum) once all available members had signed in. Besides Jim, other Board Members present were Anne Dickison, Greg Smith, Mike Kiernan, and Denny Klein. Gary Rafool was traveling and unable to participate. Core3 Property Manager Michael Mayer was absent but emailed us his Property Manager's Report for the meeting. Two additional homeowners participated in the meeting by Zoom.

Approval of Prior Minutes:

President Carmany asked for corrections to the August HOA Board Meeting Minutes, and none were offered. Greg made a motion to accept the August Minutes as presented, Mike Kiernan seconded, and all approved. HOA Secretary Anne Dickison noted that the June Minutes were not yet formally approved. Approval had been deferred until Anne and Greg had an opportunity to sort through May's Operating Expenses as reported in the June Minutes. May's spreadsheet was confusing due to difficulties deciphering expenses already paid, those paid in May, and those figures for work done in May but not yet paid. As expenses came in and were then paid in June, July, or August, the details of the Operating Expenses for May became less relevant.

Property Manager's Report:

Core3 Property Manager Mike Mayer submitted his report by email. Jim Carmany for Michael reported no new issues other than an exchange over delinquent dues payments. The delinquent homeowner was informed via email and US Mail about the Harbor Pointe Bylaws and Rules and Regulations concerning the handling of delinquent dues, and has now brought the account up to date, including all Late Fees.

- Accounts Receivable – As expected.
- Accounts Payable – All bills paid as received.
- Home Owner Audit of Insurance COI's is being kept up to date
- Maintenance – Jim reported that only one piece of siding needed repairs this month.
- Change of ownership - #304 closes 10/18; #606 closed 9/15; #418 closes 10/17. Core 3 has received the new owner info for #606. #314 has notified us they are accepting an offer – more to come, and the Closing Date of the sale has not yet been confirmed back to Core3.
- Work orders reported and resolved: (siding repairs)

Treasurer's Report:

In advance of tonight's ZOOM meeting, Treasurer Greg Smith e-mailed Board members the August Financials.

Long Term Reserves

Our *Reserves* Balance started out this new 2023 budget year at **\$94,893**, and increases through monthly interest earned and the monthly transfers of **\$7171** (from HOA dues) from *Operations* to *Reserves*. As of the end of August,

the Reserves Balance is **\$109,786.46**. Though growing, this *Reserves* balance is low and needs to be built up, especially in light of inflation which has been increasing at a higher rate than the 2% budgeted.

Operations

The Operations checking account has **\$83,809.99** in it. YTD in August, our *Operating Expenses* were under budget by **\$17,056.75**, but this is just a matter of timing as some of the incurred expenses have not yet been invoiced or figured into the tally.

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

- 1) Prior years brought forward (retained) from 2022: **\$58,253**. This "*Prior Retained Earnings*" number remains constant all year.
- 2) Pre-payment of dues (as of 8/31/23): **\$16,686.75**.
- 3) Net (Income Minus Expenses) August Year-To-Date: **minus \$2,978.69** [*Calculated Retained Earnings for 2023*]

Treasurer's and Budgetary Notes:

*Landscaping monthly maintenance charges commenced in April & will end after work is completed this fall.

*For 2023, **\$7171** from dues is the budgeted monthly transfer from *Operations* to *Reserves*. Jim and Greg are working on proposals for the 2024 draft budget to increase this amount of monthly transfer to keep up with inflation and grow our *Reserves* at a faster pace. Tentatively, the increased monthly transfer of HOA dues will amount to **\$7458**.

* August YTD Actual Expenses appear to be about **\$19,050.25** below budget, but many expected expenses have not been billed/paid yet.

*Jim noted that the HOA flood insurance bill for the year of **\$6,467** had been paid so this expense will surface soon. This flood insurance figure was for the condo building. Condo owners' monthly HOA dues in 2024 will take the increased HOA building and flood insurance costs for the condo building into account in determining, as has been the practice, their monthly dues assessments for 2024.

*Variances from projected expenses in the 2023 Budget were reviewed one-by-one. Jim noted that 2023 Parking Lot expenses, once completed, will be about \$1000 above their projection on the 2023 Budget. This line item projection will be modified accordingly as we consider the draft Budget for 2024.

*Jim noted that 2023's increased budget for electricity expenses had not turned out to be as high as anticipated. In general, the stand-alone garages do not consume much electricity, and the garage that seemed to be an exception was found to have a refrigerator which significantly added to the unexpected consumption. Once the refrigerator was unplugged, the garage's consumption fell more in line with the others. After looking at the electricity figures and variances for 2023, Jim recommended a decrease in the Electricity line item for 2024 from **\$7200** to **\$6000** per year.

*Jim also noted that in 2023 the maintenance budget for our "parking lot" line item expenses had over-run somewhat, but now we are back to mostly "crack-sealing." In ordinary times, the 2024 budget would anticipate the sealing of all the roads and parking areas, not just the section of Harbor Pointe Drive just resurfaced in front of the 600s, but the cost of this is very high, so the final sealing of all the roads and parking areas may be shifted into 2025.

*Mike Kiernan indicated he planned to keep the Landscaping Budget for 2024 at the same level, but noted that we may face greater expenses for planting more trees, so we might have to increase the Landscaping Budget line item in the future following 2024.

*Treasurer Greg Smith projected 2024 Operating Expenses of **\$124,707** based on our current model. Jim Carmany will plug this figure and the condo insurance figures into the Harbor Pointe HOA Dues spreadsheet used to calculate projected dues, and will prepare a recommendation for next year's draft budget.

After the proposed 2024 Draft Budget is reworked for these new changes, the Board will vote on its approval to present at the October HOA meeting, and if the provisional budget is approved, it will be distributed to all homeowners for consideration and the opportunity to provide input and ask questions or raise objections. The vote to approve the Proposed Budget for 2024 will then take place at the November HOA meeting.

Greg made a motion to accept the Treasurer's Report, Mike Kiernan seconded it, and all approved.

Parliamentarian Report:

No Report

Landscaping Report:

Mike Kiernan reported that Cuttin' It Close had removed the straw mats for grass seeds they laid down over the areas where trees had been removed this summer. The newly planted areas look very good. The bare area next to the free-standing garages and across from unit #200 that was left by the removal and stump-grinding of the large dying ash tree was seeded for grass, but no other landscaping was planned at this time. Drainage remains an issue in that location. Jim and Mike obtained bids to put in drains around the garage(s), and hope to complete that drainage diversion project this fall.

Carl Stauske inquired about the status of vole control efforts in the 200/202 courtyard. Jim responded that the wildlife trapper we had used in the past had substantially increased his prices, so for the time being he and Mike had purchased some used traps and were placing those traps in the courtyard. These same traps were used by the wildlife trapper over the past number of years and were successful in significantly reducing the population of voles.

Mike indicated that decorative pumpkins will be put out in another couple of weeks.

Commercial Irrigation will be here Friday, October 6, to winterize the system. The soggy grass area from leaking pipes behind unit #104 has been marked out by stakes and should be worked on at this time.

Building Report:

No Report.

Community Relations:

The Xfinity outages in August were upsetting to all of us. Numerous discussions have taken place about how to receive Internet through vendors other than Comcast. For the most part, there is only one other option and that is Starlink. It has proven to be more reliable, but is also more expensive. Only one other provider exists in Central Illinois, that being 13 Broadband now being slowly and unevenly rolled out to some communities. 13 Broadband is not currently available to the Harbor Pointe area. If you are interested in letting them know that you would like to see them bring their infrastructure down to Harbor Pointe, all you need to do is call them to give them your name, address, and a Credit Card number to document that you are a true prospective customer and are willing to formally note your interest in their expansion. Some of our residents have switched over to T-Mobile 5G and Verizon for their home Internet solutions and are happy with the speed and throughput they are seeing, so those two providers are additional solutions that residents can consider using either as a replacement to, or a backup for Xfinity depending on each individual owner's personal requirements.

The date for this year's City of East Peoria Bulk Cleanup will be held **October 2-6**. Bulk items must be placed at the curb by the time of our usual Friday morning trash pick-ups, but may not be picked up until Saturday or even later. Bulk items must be bigger than would fit in your regular trash-toter, and must conform to regulations specified on the City of East Peoria's website.

Old Business:

Summary of e-mail motions and votes since our last HOA Board Meeting: Over the past year but especially during the summer of 2021, 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 interim following the prior HOA meeting. Subsequent to our August Board Meeting, one email motion was made, but it was not formally acted upon at the time.

Gary Rafool requested that his emailed Motion of 8/22/23 be voted upon and recorded in his absence. The Motion concerned the \$500 Solar Legacy Referral Bonus which had been made out to Jim and mailed to Jim directly. Jim proposed his cashing this check and depositing the entire amount in Petty Cash to use towards future Harbor Pointe expenditures for decorations or supplies for community events. Gary Rafool "Moves that our President be allowed to accept a \$500.00 check from Legacy Solar payable to him personally, and that he endorse/cash it and deposit this \$500.00 into the HOA's petty cash fund." Mike Kiernan seconded the motion, and all voted to approve.

Roads: Work on the final remaining section of Harbor Point Drive in need of resurfacing has been completed and the walking mats, barricades, and cones have been retrieved. The rear gate is once again open for traffic.

Painting of the lamp posts is completed, and looks very good.

New Business:

No Report

Motion to Adjourn:

A motion to adjourn the Septmber 2023 HOA Board of Directors meeting was made at 7:33p by Greg Smith, seconded simultaneously by Denny Klein and Mike Kiernan, and approved by all. The Board's next ZOOM meeting will take place on Monday, October 16, at **6:00p**. Core3 will send out the link.

Respectfully submitted,
Anne Dickison, Secretary