

Harbor Island Board Meeting Minutes
Tuesday, July 8, 2014
The CAM Team Conference Room

Present: George Robertson, Todd Murphy, Damon Heemstra (via conference call), Larry Gress, Carlos Berrios, and Kathy Melton representing The CAM Team.

Excused: John Barnes and Norbert Wann

Meeting called to order at 6:31 p.m. by President, George Robertson.

Financials:

The financials for June were emailed to the Board in advance of the meeting. The balances as of June 30, 2014 were:

Operating Account	\$36,861.34
Money Market Account	<u>\$25,823.00</u>
Total Funds	\$62,684.34

Intents to lien have been sent to homeowners who have not paid their 2014 assessments. If payment is not received within 45 days, a lien will be filed.

The July 2014 Collection Status and Tracking Report was discussed in detail. Payments were received from two banks who had foreclosed on the owners, and from a third party bidder who purchased a property at the bank foreclosure auction. One property in bank foreclosure is scheduled for sale on July 16th. No actions were requested.

Damon Heemstra provided a spreadsheet to Board members detailing expenditures by budget category. The Association is right where it should be at this point in the year. Total expenditures to date are 49.6% of the budget and we are 50% of the way through the year. Damon requested that the budget be adjusted: decrease legal by \$500.00, increase Park Repairs by \$500.00, increase Repairs/Maintenance/Supplies by \$200.00, and decrease Forced Cuts by \$200.00. The accountant will make the appropriate changes for next month. As of the end of June, 98.7% of homeowners have paid their 2014 assessments.

Minutes:

The minutes from the June 10, 2014 Board meeting were approved as written. Todd Murphy certified and signed the minutes.

Old Business:

An updated violation tracker was emailed to the Board in advance of the meeting. Due to a death in the family, Carrie had to reschedule the drive-through with Todd scheduled for the end of June.

An updated ARB Tracker was provided to the Board. A new request to install a fence came in right before the meeting. The Board spoke to the homeowner and his request will be uploaded into the online approval system on Wednesday.

Todd completed the drawings for concrete or pavers in front of the sign on the south side of the entrance. ValleyCrest provided a quote of \$2,475.00 for concrete and \$3,150.00 for pavers. Two other contractors were contacted to provide bids, but only one responded. JaxHandyman bid \$5,100.00 for concrete and \$9,500.00 for pavers. The matter was tabled until October so that Damon can determine if we can complete the project this year, or whether it should be postponed until 2015. The item will added to the October agenda.

A revised bid from North Florida Demolition showing the breakdown of labor (6 hours at \$50.00/hr) and material (\$200.00) costs to seal the new wood fence at the rear of the property was discussed. A motion was made by Todd to approve the bid. Larry Gress seconded. The motion carried with four votes in favor, and one abstention by George Robertson.

One quote has been received to add electrical service to the center island at the entrance - \$6,000.00. The electric meter is fed through the green transformer box on the south side of the entrance. Clay Electric could require us to move the meter to a pole should we move forward with this project, so it might be better to table the matter. A small generator could be used during the holiday season to power lights on the center island, or solar lights could be installed. Larry will check into pricing for solar lights. The Board discussed whether the expense to provide lighting the center island is justified considering there are other areas whether the monies could be spent to provide more value to the Association.

New Business

A quote was received from Nite Lites to provide lighting on the two oak trees on either side of the entrance - \$3,550.00. Todd has indicated that ValleyCrest can install the same lighting for \$2,200.00. A formal proposal will be sent to Management. The matter was tabled until the second quote is received and to give Board members time to consider whether this is a project that they would like to do.

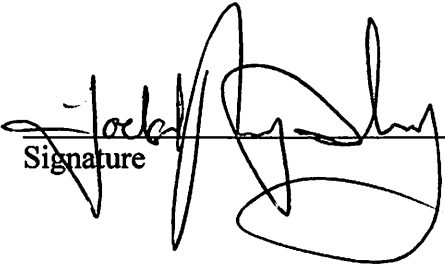
The revised Yard of the Month schedule is:

May – Damon Heemstra	August – Todd Murphy
June – Larry Gress	September – Carlos Berrios
July – George Robertson	October – John Barnes

George and Kathy met with Randall from ValleyCrest at the entrance on July 3rd to discuss concerns where the contract requirements are not being met. Overall, ValleyCrest does an outstanding job of maintaining the common areas, but consistency is needed. The work maps are being revised to show that the berm is cleaned out four times a year. In addition, edging of the hard areas was being done every other week versus weekly as called for in the contract. The Nature Trail is to be mowed every other week during the growing season and monthly during the off season. Should there continue to be issues, George will ask the Board for permission to send a formal letter to ValleyCrest. Todd suggested that the Branch Manager, Daniel Stagg, be copied in on all emails related to landscaping.

Carlos Berrios emailed an updated CMA report to the Board showing sales/listings in Harbor Island through the end of June.

All business being completed, the meeting was adjourned at 7:29 p.m. The next meeting is scheduled for Tuesday, August 12, 2014. A discussion concerning moving the meeting date for the next few months took place at the close of the meeting. The Board will discuss this matter via email.


Signature

8-6-14
Date