

Harbor Island Board Meeting Minutes  
Tuesday, November 14, 2017  
The CAM Team Conference Room

Present: George Robertson, Larry Gress, Linda Lopez, Norbert Wann, Carlos Berrios, and Liane Barkley; Kathy Melton and Gina Cabral represented The CAM Team.

Excused: Damon Heemstra

Homeowners Present: None

Meeting called to order at 6:00 p.m. by President, George Robertson.

**Financials:**

The financials for October were emailed to the Board in advance of the meeting. The balances as of October 31, 2017 were:

Operating Account	\$28,968.25
Money Market Account	<u>\$15,011.27</u>
Total Funds	\$43,979.52

Only five (5) homeowners have delinquent balances at this time. There are three (3) homeowners on agreed payment arrangements. Through today's date, 98.6% of 2017 assessments have been paid versus 98% at the same time in 2016. Outstanding receivables as of October 31, 2017 were \$2,894.37. There are no active foreclosures and two (2) bank owned properties. There have been no new owners since the last meeting.

The November 2017 Collection Tracker was reviewed in detail. No actions were requested. An account with an outstanding past due balance has requested the removal of late fees and interest. Larry Gress made a motion that if the resident pays the outstanding principal by the end of the year the late fees and interest will be moved. Carlos Berrios seconded. None opposed and the motion carried.

Damon Heemstra provided a spreadsheet via email to Board members detailing expenditures by budget category. The Association spent 5.3% in October versus the budgeted spending plan amount of 8%. There is only \$5,000 left in the budget with two (2) months left in the year, so most likely the monies in the contingency fund line item will need to be used in December. There is approximately \$903 outstanding in assessments still outstanding for 2017.

**Minutes:**

The minutes from the October 10, 2017 Board meeting were approved as written. Linda Lopez certified and signed the minutes. A draft copy of the minutes from tonight's meeting will be posted on the website as soon as possible.

An updated violation tracker was provided to the Board. A few commercial vehicles have become an issue within the community. Upon receiving letters, a resident contacted us and stated that they do not normally have more than the one commercial vehicle outside their home and that it will not happen again. The CAM Team will continue to monitor commercial vehicles in the community.

An updated ARB Tracker was provided to the Board. There are 2 outstanding requests on hold due to insufficient information provided. It was noted by the Board that a pool was recently installed that did not have ARB approval.

**Old Business:**

George Robertson continues to ride with Carrie from The CAM Team for the bi-weekly drive through inspections when schedules permit.

Installation of boulders along the north side of the entrance on Harbor Island Drive will be scheduled for the first week of December. The Board requested that flags be put out where the boulders are to be placed for their approval.

The north entrance sign repair is almost completed. The lettering was installed on Monday. A concern was noted about the size of the letters. Banners & Signs was contacted and the manufacturer of the letters sent letters 3 inches smaller than the original. A rush order has been placed for the correctly sized letters.

The monthly water consumption bill appears to be back to normal usage levels. Flowers were installed last month that increased the water usage slightly.

The CAM Team is working with SJRWMD to determine the next steps to address the drainage issues affecting Lots 45-62. According to SJRWMD, the Association is responsible to work with homeowners to correct any issues. David DeLarm will be contacted to look at the swale on the properties affected and to provide suggestions on what can be done to resolve the flooding.

A request for mediation was received from a homeowner concerning their front lawn. The mediator selected by the homeowner has stated they cannot appear at this meeting due to their schedule at this time. The Attorney is looking for a mediator within Clay County and has requested more time.

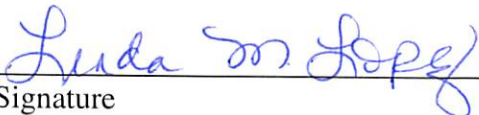
**New Business:**

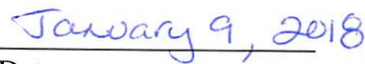
There were no current submissions to the Virtual Suggestion Box.

The 2018 Operating Budget was presented for approval. The budget calls for a 10% increase in assessments to ensure that the Association's contingency funds cover the recommended six (6) months of operating expenses. Over the past two (2) years, the balance in the contingency fund has decreased due to unforeseen expenses. Liane Barkley made a motion to approve the 2018 budget as presented. Larry Gress seconded. None opposed and the motion carried. A letter explaining the need for an increase will be included with the annual statement mailing.

BrightView contacted The CAM Team with concerns about damage to the sidewalk and turf on the south side of the entrance to the neighborhood caused by the contractor installing the street lights along US17. FDOT was contacted and the contractor is absolutely responsible to return everything back to the condition it was in prior to the start of the project.

All business being completed, the meeting was adjourned at 7:53 p.m. The next meeting will be held on Tuesday, January 9, 2018 at 6:00 pm.

  
Signature

  
Date