

Harbor Island Board Meeting Minutes  
Tuesday, August 8, 2017  
The CAM Team Conference Room

Present: George Robertson, Damon Heemstra, Norbert Wann, Carlos Berrios, and Liane Barkley; Kathy Melton and Gina Cabral represented The CAM Team.

Excused: Larry Gress and Todd Murphy

Homeowners Present: None

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

**Financials:**

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

Operating Account	\$28,432.24
Money Market Account	<u>\$20,074.80</u>
Total Funds	\$48,507.04

Only eight (8) homeowners have delinquent balances at this time. Legal actions approved at the last meeting have been taken care of by the attorney. Through today's date, 97.3% of 2017 assessments have been paid versus 95.8% at the same time in 2016. There are no active foreclosures and two (2) bank owned properties. There have been four (4) new owners since the last meeting.

The August 2017 Collection Tracker was reviewed in detail. A motion was made by Carlos Berrios to approve the requested action to send one (1) Notice of Intent to Foreclose. Damon Heemstra seconded. None opposed and the motion carried.

Damon Heemstra provided a spreadsheet to Board members detailing expenditures by budget category. Only \$1,600.00 is needed in collections to fully fund the budget for this year. The Association spent 17% in July versus the budgeted spending plan amount of 8%. The increased expenditures resulted in part from repairs to an area of the berm. Any large expenses through the end of the year will have to come out of the money market account.

**Minutes:**

The minutes from the July 11, 2017 Board meeting were approved as written. George Robertson certified and signed the minutes in Larry Gress' absence. 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.

An updated ARB Tracker was provided to the Board. There is one outstanding request for removal of a tree and camper storage. The Committee discussed whether the request to store a camper in the backyard falls under their jurisdiction. The members concluded that it does not require ARB approval, but the homeowner must follow the Covenants and Restrictions in storing the camper.

**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 has been delayed by rain. Boulders will not be installed until repairs have been completed to the north entrance sign.

Berm repairs have been completed behind a residence on Dockside Drive. BrightView added one additional layer of railroad ties to the retaining wall, which brings the height to approximately 40 inches. After the first heavy rainstorm, water was still washing soil off of the berm. George Robertson and Todd Murphy reviewed the area, and the purchase of Bahia sod (\$400.00) was approved to secure the berm. BrightView agreed to provide the labor to install the sod at no additional cost to the Association.

The north entrance sign was hit by a driver who fell asleep at the wheel in the early morning hours of July 18<sup>th</sup>. The driver's insurance company has been notified and they have accepted responsibility. Bids have been requested to rebuild the sign, to repair the landscaping, and to replace one landscape light. A claim will be submitted to the insurance company in the near future. A motion was made by Norbert Wann to authorize The CAM Team to add a management fee to the insurance claim for services provided outside the scope of the management contract. Damon Heemstra seconded. None opposed and the motion carried.

The drinking fountain in the park has been turned off for approximately three weeks so that water usage could be monitored. The most recent water bill was approximately \$120.00 less than the previous month. The Board agreed to leave the water fountain off.

**New Business:**

A homeowner submitted a concern about blow up pools in front yards and artificial flowers in yards through the virtual suggestion box on the website. No Board action is required.

The Board reviewed the draft of a letter that will be sent to homeowners identified in correspondence received from St. Johns River Water Management District concerning flooding issues (Lots 45-62 - Pirates Cove Lane, Harbor Island Drive, and Dockside Drive). Several minor changes will be made and the letter will be mailed out with delivery confirmation requested.

A request for mediation was received from a homeowner concerning their front lawn. The attorney will be asked to schedule the mediation. George Robertson will attend from the Association.

A concern was raised about commercial vehicles parking in the community. A letter was sent to a residence where multiple commercial vehicles have been observed.


Damon Heemstra provided a spreadsheet for the Board to review showing expenses since 2012 that are greater \$800.00. The next step is to develop a long range budget plan that accounts for

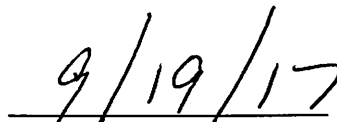
the recurring expenditures. Board members were asked to review the spreadsheet for discussion at the next Board meeting.

Norbert Wann asked if the issue with the lights on the oak tree on the south side of the entrance has been addressed. Randall Holmes with BrightView checked on the lights today and said that they were working properly. Several Board members indicated that the tree is still unlit. Management will review again with BrightView.

Liane Barkley shared that new laws were recently enacted regarding estoppels. The CAM Team is in compliance with the recent changes.

All business being completed, the meeting was adjourned at 7:38 p.m. The next meeting will be held on Tuesday, September 12, 2017 at 6:00 pm.

  
Signature

  
Date