

Harbor Island Board Meeting Minutes  
Tuesday, June 13, 2017  
The CAM Team Conference Room

Present: George Robertson, Todd Murphy, Damon Heemstra, Larry Gress, Norbert Wann, and Carlos Berrios; Kathy Melton and Gina Cabral represented The CAM Team.

Excused: Liane Barkley

Homeowners Present: None

Meeting called to order at 6:28 p.m. by President, George Robertson.

Board position assignments for 2017-2018 are:

President	George Robertson
Vice-President	Larry Gress
Treasurer	Damon Heemstra
Secretary	Todd Murphy
ARB Committee	Norbert Wann
ARB Committee	Carlos Berrios
ARB Committee	Liane Barkley

**Financials:**

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

Operating Account	\$41,865.42
Money Market Account	<u>\$19,702.33</u>
Total Funds	\$61,567.75

Collection letters were sent in April. Only five (5) homeowners owe just 2017 assessments. One of these homeowners is in a payment plan, and the other is a bank that acquired a property through foreclosure in April. Through today's date, 97.2% of 2017 assessments have been paid, versus 93.2% at the same time in 2016. Only eleven (11) homeowners have a balance at this time, which is down from twenty-two (22) homeowners in April. Collections are going very well. There are no active foreclosures at this time and two (2) bank owned properties. There have been nine (9) new owners since the April meeting.

The June 2017 Collection Tracker was reviewed in detail. A motion was made by Damon Heemstra to approve the requested actions to file three (3) notices of intent to lien and two (2) liens. Larry Gress seconded. None opposed and the motion carried.

Damon Heemstra provided a spreadsheet to Board members detailing expenditures by budget category. The Association is in good shape with 46.1% spent to date versus the budgeted amount of 42%. Several categories, including Office Supplies/Postage and Yard of the Month are over budget, but will balance out by the end of the year. A total of 7.9% was spent in May which is in line with the 8% budgeted per month. At the end of May, 96.5% of 2017 assessments have been collected. Less than \$2,000.00 is needed to cover budgeted expenditures for the year.

**Minutes:**

The minutes from the April 11, 2017 Board meeting were approved as written. Larry Gress 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 and was discussed. Violations for mowing were not sent out after the latest drive-through due to the recent rains. A motion was made by Todd Murphy to forward two homeowners to the attorney to request mediation for continuing violations. Damon Heemstra seconded. None opposed and the motion carried.

An updated ARB Tracker was provided to the Board. There is one outstanding request for a re-roof. Norbert Wann and Carlos Berrios approved the request. Norbert Wann asked that a survey be included with every ARB request.

**Old Business:**

George Robertson will be riding with Carrie from The CAM Team for the bi-weekly drive through inspections.

Installation of boulders along the north side of the entrance on Harbor Island Drive has been delayed by rain. The project has been scheduled for next Monday. Todd Murphy will mark the location of the boulders and asked that Board members view the positions (which will be marked with flags and/or spray paint).

BrightView has completed the installation of pine straw on the front side of the berm.

Improvements are being made to the Association website. Disclaimer verbiage for the NextDoor website was provided by Liane Barkley and has been added to the front page of the website. A "Helpful Links" page is still being worked on, as well as well as improvements to the ARB page.

Improvements have been made to the violation letters. The Board discussed reviewing the letters on an annual basis. Management will provide copies of current and past violation letters at the next meeting.

**New Business:**

Two submissions were received from the virtual suggestion box link on the website. A resident reported that link on the home page to the State of the Community letter was no longer working. The link has been updated and is working property. A suggestion was made to have movies at the park once a weekend night. The Board likes the idea and would welcome a resident who is willing to organize it.

Management updated the Board on the foreclosure at 1301 Portside Drive. The court has awarded the bank an order for Writ of Possession. The bank is now waiting for the order to be forwarded to the Sheriff's office to post and do the removal.

A proposal was received from BrightView to clean up along the overgrown bank of a pond behind Dockside Drive and Hammock Bay Court - \$500.00. The concern is that the integrity of the bank of the pond is being affected. A motion was made by Larry Gress to approve the proposal. Todd Murphy seconded. The motion carried with five Board members in favor; Damon Heemstra was opposed. A final notice will be sent to the homeowners to request that the area be cleared, otherwise the work will be completed and charged to the homeowner's accounts.

Two proposals were received to repair the berm behind 1781 Dockside Drive:

BrightView - \$5,437.00

DeLarm Excavating - \$5,300.00

The Board reviewed the survey and pictures provided by BrightView, and discussed the scope of work. A motion was made by Norbert Wann to approve the proposal from BrightView. Carlos Berrios seconded. The motion carried with four Board members in favor; Larry Gress and Todd Murphy abstained.

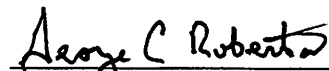
George Robertson cautioned the Board that the current budget matches expenses and that there is not a lot of extra funds available. The Board may need to consider an increase in assessments for next year. The Board will be working on a long range plan.

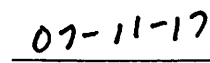
Todd Murphy shared that the grapevine on the berm needs to be sprayed. Management will request a proposal from BrightView.

Damon Heemstra will select the July Yard of the Month winner.

The Board discussed and approved moving the regular meeting time to 6:00 pm going forward.

All business being completed, the meeting was adjourned at 8:04 p.m. The next meeting will be held on Tuesday, July 11, 2017 at 6:00 pm.

  
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Signature

  
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Date