

January 10, 2023 | 5:59 p.m.

Harbor Island Owners Association Board Meeting Minutes

Home of Board President, George Robertson

Homeowners Present: None

Board Members in Attendance:

| | | |
|---|-----------|-------------------------|
| ∂ | President | George Robertson |
| ∂ | Treasurer | Damon Heemstra |
| ∂ | Secretary | Liane Barkley |
| ∂ | ARB | George Buckland |
| ∂ | ARB | Carlos Berrios |
| ∂ | ARB | Linda Lopez – via phone |

Board Members Excused:

∂ Vice President Larry Gress

Christina Bloomfield, Licensed Community Association Manager represented The CAM Team.

Meeting called to order at 5:59 p.m. by President, George Robertson.

Financials:

The financials for December were emailed to the Board in advance of the meeting:

December 31, 2022

| | |
|----------------------------|--------------------|
| Popular Operating Balance: | \$44,503.10 |
| Popular Reserve Balance: | <u>\$73,876.81</u> |
| Total Balance: | \$118,379.91 |

Total Accounts Receivables: \$902.20

| | |
|--------------------------|---|
| Accounts in Collections: | 1 |
| Bank Foreclosure: | 1 |

- The Bank FCL was filed in January. According to Clay County Public Records, the county has been unable to serve the homeowners. Action has now been filed in the Clay Today for publication.
- Collection Notices will not start going out until April, until then there will be no collection tracker as there is only the ongoing bank foreclosure.

Input/comments/follow-up – Damon Heemstra / All

DAMON'S EMAIL NOTES:

Points of interest with the December Budget Report:

1. We finished the year with expenditures at 92.4% of our yearly budget.

2. Had a remaining balance of \$4,582.60 that I will make a motion to transfer from contingency over to the Money market.
3. Reviewing the proposed 2023 budget after the 2022 close-out, I'd like to make recommendations of slight changes to 3 of our budget lines.

- Increase Yard of the Month to \$550
- Move money from Contingency Fund to Water to increase from \$400 to \$700
- Decrease Contingency Fund from \$3,697.75 to \$3,447.75.

The Board first voted to transfer \$4,582.60 from Operating (contingency GL) to Money Market Account. Damon Heemstra motioned, George Robertson seconded, and the motion carried.

The Board then voted on the changes proposed by Damon Heemstra. Damon Heemstra motioned, George seconded, and the motion carried.

Minutes:

The minutes from November 8, 2022, Board of Directors Meeting were approved as written. Liane Barkley 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.

Violations:

A violation report was provided to the Board for review:

| | |
|-------------------------------|-----------|
| Total Open Violations: | 39 |
| Architectural | 2 |
| Landscaping | 25 |
| Fencing | 5 |
| Unsightly | 2 |
| Vehicle | 4 |
| Rubbish and Debris | 1 |

Architectural Review:

Reports provided to the Board to review. Details for various applications were discussed. The documented submissions for the month so far as are follows:

| | |
|---------------------------|----------|
| Total Submissions: | 8 |
| Approved: | 4 |
| Declined: | 1 |
| Not Yet Voted: | 3 |

Old Business:

The Board briefly discussed changing the wording in the documents by removing the words "wood like appearance". They discussed how this might be done. Christina Bloomfield referred the Board to the letter from Murrell Law Firm which referenced Florida Statute Section 720.3035 (1). Establishing the Harbor Island ACC's authority to approve or deny with no requirement of reason at its own discretion.

Board Vote: For the ACC to proceed in the same manner as they have in the past regarding fences. George Robertson motioned, Damon Heemstra seconded, and the motion carried.

When schedules allow, a Board Member will ride with a member of The CAM Team for the bi-weekly drive throughs. George Robertson said that he would be available.

New Business:

There were no submissions to the Virtual Suggestion Box:

Landscaping: Gina Cabral received an email from Willie Perez stating the plant materials which were damaged from the freeze will remain like this until it warms down again. We do not recommend any cut back that another freeze would be more harmful to them.

A Board Member mentioned the trees in the front area were not looking good. The big oak on the south side and the Holly has damage on the north side. The second Holly on the south side is completely dead.

A Board Member asked about the increase in Landscaping Enhancement and inquired whether Brightview used sub-contractors.

Board Meetings: It was never confirmed that HIOA would be going to every other month meetings based off The CAM Team not increasing the management agreement for 2023.

A Board Member asked if the CAM would still send the documents for any months that were skipped such as the financials, compliance tracker, collections, violations, and ARC.

There was a discussion proposed by Linda Lopez of the ARC that the Board compare both contracts. George stated that the other contract was very old and it was agreed that the Board would review both contracts before confirming the new one.

The Yard of the Month Winners of previous years and the current year were noted, and the months confirmed for 2023.

The meeting schedule for 2023 was discussed and amended as follows:

2023 Harbor Island Board Meeting Schedule

- January 10, 2023 – The CAM Team (TCT)
- February 15, 2023 – TCT not present.
- March 14, 2023 - TCT not present.
- April 11, 2023 – TCT present.
- May 13, 2023 – Annual (in the park) TCT present.
- June 13, 2023 – TCT not present.
- July 11, 2023 – No Meeting
- August 8, 2023 – TCT present.
- September 12, 2023 – TCT present.
- October 10, 2023 – TCT not present.
- November 14, 2023 -Budget TCT present.

Open Forum:

The Board discussed violations and the need for an estimate regarding the hole at the south exit near the water main.

All business being completed, the meeting was adjourned at 7:04 p.m.

Liane Barkley

[Liane Barkley \(Feb 16, 2023 15:43 EST\)](#)

Feb 16, 2023

Signature

Date







HIOA - BOD Meeting Minutes Draft - 1.10.2023

Final Audit Report

2023-02-16

| | |
|-----------------|--|
| Created: | 2023-02-16 |
| By: | Gina Cabral (gcabral@agentlink.net) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAAnNQO4wBpZDijkhL6NZugB-7rVykdDTto3 |

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