

**Wednesday, April 12, 2023 | 6:00 p.m. Harbor Island Owners Association Board Meeting Minutes**

**Orange Park Public Library Meeting Room**

**Homeowners Present: One homeowner in attendance**

Board Members in Attendance:

∂ *President*      *George Robertson*  
∂ *Vice President*      *Larry Gress*  
∂ *Treasurer*      *Damon Heemstra*  
∂ *ARB*      *George Buckland*  
∂ *ARB*      *Carlos Berrios*  
∂ *ARB*      *Linda Lopez*

Board Members Excused:

∂ *Secretary*      *Liane Barkley*

Gina Cabral, Licensed Community Association Manager represented The CAM Team (TCT).

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

**Financials:**

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

February 28, 2023

Operating Balance:      \$59,620.78  
Reserve Balance:      \$78,507.74  
Total Balance:      \$138,128.52

**Total Accounts Receivables:      \$5,638.36**

Bank Foreclosure:      2

Damon Heemstra gave a report on the financials and the status of the operating account:

- 25% of the year is completed and the Association has spent 20.7% of the operating budget.
- 93.3% of the annual dues has been collected.
- Areas of Concern: Electric and Water are at 36% already.

**Minutes:**

The minutes from March 15, 2023 were approved as written. 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: 76**

Architectural	3		
Landscaping	56	Stage 1 Violations	39
Maintenance	1	Stage 2 Violations	25
Fencing	1	Stage 3 Violations	10
Unsightly	3	Stage 0 Violations	2
Vehicle	9		
Rubbish & Debris	4		

Damon Heemstra moved to approve sending one property to the attorney for covenant enforcement. Larry Gress seconded the motion which was unanimously approved.

**Architectural Review:**

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

**Total Submissions: 14**

Approved:	13
Not Yet Voted:	1

**Old Business:**

When schedules allow, a Board Member will ride with a member of The CAM Team for the bi-weekly drive throughs.

*Electric Sign*

Management has received information from the Clay County Zoning Chief that they would allow the association to replace the current sign with a digital sign if it is not bigger than what is out there currently.

Four (4) companies have been contacted to create a mock of what the sign will look like and what the options are for the association.

*CAM Team Contract*

This has been tabled until the next meeting.

*Landscaping Contract*

The Board of Directors met with three (3) landscapers to discuss the landscaping maintenance contract. Larry Gress moved to cancel the agreement with Brightview and contract Kiss My Grass for the landscaping maintenance contract. George Buckland seconded the motion which was unanimously approved.

**New Business:**

There were two virtual suggestions requesting the dying holly trees at the front entrance removed and the aging neighborhood watch sign cleaned. The new landscape company will be handling the holly trees and there is no neighborhood watch any longer.

The Annual Members meeting will be held on Wednesday, May 10, 2023 at 6:00 p.m. at the Fleming Island Public Library meeting room. Notice will be mailed out to all owners of record.

All business being completed, the meeting was adjourned at 7:42 p.m.

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Signature

Date

DRAFT