

HCC Board Minutes 5/14/2020

Meeting Date: May 14,2020

Held: via phone conference

Present: Carmen Berretta, Judy Lipa, Donna Pritchard, Jeff Foster and Nick Harris

The meeting was called to order at 9:08am

Minutes were approved for April 2020

Financial Statement for April 2020 was approved.

Regarding operating income, total collections for the month were \$38,172. Assessment collections for the month were \$37,545, which was less than budgeted by \$6,135.

The delinquency report: No late fees apply until August 1,2020.

On the expense side, total operating expenses were \$15,249 which was \$19,051 less than budgeted. The expense categories where there was an unfavorable budget variance that exceeded \$100 for the month: water (posting error - should have been posted to trash).

The expense categories where there was a favorable budget variance that exceeded \$100 for the month: payroll expense - maintenance, trash (posting error), maintenance supplies, repairs and maintenance, landscaping contract, fertilization, snow removal and other administrative and insurance.

There was \$2,538.00 in Reserve Expenditures for the month, for the Star Rooter - Spinnaker Lane work.

Net income from operations for the month, after the reserve allocations, totaled a positive \$5,951, which was better than budgeted by \$12,929 due to the items discussed previously.

Variances approved: 380 Spinnaker Lane - Deck Box installation; 349 Reef Point Circle - Trim dead branches and vines from common area; 1084 - 1104 Hillsboro Cove Circle - Clear brush and vines, and add mulch in back of homes facing the Bay.

Unfinished Business:

All Hillsboro Cove events for 2020, will be cancelled due to the uncertainty of the progression of Corona Virus.

Homeowners Handbook will be posted on Realty Performance Group website. New Homeowners or renters will be given hard copies of the Handbook.

New Business:

Violations - Letters will be sent to all residents who use the visitor parking lots for personal parking, requesting that they remove their vehicles. These visitor lots are meant for occasional visitors of homeowners. All other violations are on hold.

Landscaping Contract - to be continued through 2023, with no increase in cost.

Soil and seed by Browncroft/Romig is delayed due to weather conditions.

Accent will be replacing boards on Marina View and Reef Point Circle prior to painting planned for June 2020.

Projects 2020

Board replacement is done by RPG not Accent. This is done prior to Accent begins phase 3 of painting project. We also approved rental of the man lift. \$2,000.00 for one month. John estimates 3 weeks of work and the fourth week it can be brought to another RPG site for other work. All weather dependent.

Driveways: Repairs and Sealcoating – three-year schedule continued. Roadway repairs are contingent on cost estimate from contractor.

Landscaping -

The list of needs established in 2019 was reviewed by the Landscape Committee. The new enhanced list of landscape needs was given to John Standing to solicit quotes for work. Davy Tree will address larger tree needs next week.

A small perennial garden will be added to a patch of land at the entrance to the community coming in from Helms View.

Meeting Adjourned at 10:03 am.

Next Meeting to be held on June 11 at 9:00 am, via phone conference.

Respectfully submitted,

Donna Pritchard, Secretary

