

Hillsboro Cove Board Meeting Minutes

Wednesday, July 15, 2020 via conference call - 9:30 am

Attended: Jeff Foster, Nick Harris, Judy Lippa, and Donna Pritchard

Call to order - 9:35 am

- > Minutes from June 2020 meeting - approved.
- > Financial statements for June 2020 - approved.
- > Management Report for the month of June

Regarding operating income, total collections for the month were \$49,537. Assessment collections for the month were \$49,505, which was greater than budget by \$5,825.

The delinquency report reflects one delinquency.

On the expense side, total operating expenses were \$69,730 which was \$36,292 greater than budgeted. The expense categories where there was an unfavorable budget variance that exceeded \$100 for the month; payroll expenses-maintenance, extermination, siding repairs and federal income taxes.

The expense categories where there was a favorable budget variance that exceeded \$100 for the month; repairs and maintenance, fertilization contract, other landscaping, other administrative and insurance.

There was \$0 in Reserve Expenditures for the month.

Net income from operations for the month, after reserve allocations, totaled a negative \$33,164, which was worse than budget by \$31,049 due to items discussed previously.

Delinquencies: one delinquency

Variances approved:

311 Marina View - installation of slider and window.

385 Spinnaker Lane - storm door installation.

386 Spinnaker Lane - furnace and air conditioner installation.

1084 Hillsboro Cove Circle - garage door installed.

1092 Hillsboro Cove Circle - hand rail installation.

Maintenance:

Accent is working on Reef Point Circle to complete painting of units.

Due to Corona Virus, maintaining workforce and obtaining materials to complete Marina View in 2020, is under assessment. Homeowners will be notified if there is a delay with the project.

Unfinished Business:

> Landscaping

- Daniel's Tree has removed trees and trimmed trees identified by Landscape Committee. Three are still to be attended to.
- G Romig will provide a quote for the shrubs and grass seed needed identified by the landscape committee.
- Landscape Committee reviewed original spread sheet on walk-around and identified needs for seeding where trees were removed and some additional needs for 2021.
- Brighton Landscape has provided a quote (\$1,465.00) for the creation of a flower garden and trim work on large evergreen tree at the Helmsview entrance. In addition, we will review a

second quote to compare quality and value before we make a final decision.

- It appears that grass needs to be cut on a regular basis for those areas in the community regularly being watered by homeowners. Lawns are cut on the average of 26 cuts per year.
- > Pole lights will be wrapped and painted before the winter.
- > Driveways - due to the untimely death of the owner of the sealcoating company, the project may be delayed.

New Business

- The board is developing an addition of guidelines to the Rules and Regulations. This will outline regulations associated with the purchase and installation of Deck free-standing structures, such as canvas gazebos and pergolas. Homeowners will be emailed or mailed the additional information when it is approved by the board.
- Under review is the installation of deck propane fire pits. In the past these have been prohibited in our community due to insurance costs and dangers to homeowners and neighbors if misused.
- Currently we are spending approximately \$5-6,000 on the cleaning of gutters. Leaf Guard can be very expensive (\$150,000 approximately). We will review the feasibility for the future.

Meeting adjourned at 11:53 am

Next Meeting scheduled for August 14, Friday, 9:30 am via phone conference.

Respectfully submitted,
Donna Pritchard, Secretary