

Hillsboro Cove Homeowners' Association Board Minutes

May 19, 2022

Meeting held at 1072 Hillsboro Cove Circle, home of Bill Daly.

In attendance: Majorie Badger, Jeff Foster, Donna Pritchard, Bill Daly, John Solberg, and Nick Harris; Realty Performance Group.

Call to order: 9:38 am

The Meeting Minutes for April 14, 2022 Board meeting - unanimously approved with John Solberg's addition "regarding our Year-End Financial Statements, any surplus funds in the year-end operations fund is to be transferred to the major maintenance fund; Any deficit in the year-end operations fund remains in the operations fund." Bill moved to accept the changes and Jeff seconded.

The Financial Report for April 2022 - unanimously approved.

Management Report

Regarding operating income, total collections for the month were \$38,035. Assessment collections for the month were \$38,003 which was less than budget by \$8,979.

The delinquency report reflects \$1,750 in delinquencies.

On the expense side, total operating expenses were \$17,529. Although budgeted in the month of April, neither Fertilization Contract nor Snow removal had any expenditures. Payroll expenditures were nearly \$2,500 less than budgeted.

The expense categories where there was a favorable budget variance that exceeded \$1,000 for the month: payroll expense-maintenance, fertilization contract and snow removal.

There were \$3,976 in Reserve Expenditures for the month primarily in Gutter and Downspout and Roofing repairs.

Net income from operations for the month, after reserve allocations, totaled a negative \$742.

Third draft of Audit 2021, is completed. Bill moved to approve and John seconded, all board members approved.

Reserve Study/Capital Plan - We will coordinate a special Board meeting In June to discuss the future (20 years) with Management Team from RPG. Future capital expenses will be estimated and we will assess the impact on our revenues.

We also need a Rules and Regulations review of all 47 pages, through a zoom meeting. Bill will make the revisions. We have specs in the R and R that are outdated.

Landscaping

We received three proposals from Monster Tree (Jason Beardsley). Two were signed. We need to compare the proposals to be certain all we need is included in proposals. Bill will review and send Nick and Jason a response as to any overlapping work. We anticipate the work to be done within 30 days.

Daniel's Tree inspected our back yards for safety and health, and he will make recommendations.

With shrubs, we do replace dead plantings, however with trees we will not be replacing any that are removed at this time.

We need to review and update the list of approved plantings.

Streets

Jeff, Bill and John Standing (RPG) walked our roads with Bill Johnson paving contractor for Central Roadways. There are some areas that need attention due to potholes which will destroy the binder underneath if ignored. The cross roads, Marina View, Spinnaker, and Reef Point Circle are in very good condition. In 2022, the sixteen (?) guest parking lots will be repaired/ resurfaced In 2022. We will also seal the driveways and cross streets (Spinnaker, Reef Point, and Marina View). Sealing this year will be completed on Hillsboro Cove from Helmsview down the hill covering the

paving one last year. We will send out a notice to the community regarding all activity.

In anticipation of our future road needs, we plan to develop a five-year plan.

Repairing Lawn damage after snow removal.

In April, it is too cold for grass to germinate. The crew did not bring screened top soil. It is good quality but in clumps which have become rock-like. They also didn't have the right equipment. John Standing will be working on this issue with the plow company.

We are also looking into different vendors for tree legend cost: Davey Tree, Aaron Preston, High Falls, etc.

Light Poles

At 330 Reef Point Circle is a light pole with a new concrete collar. If approved by the Board, all poles will be done this way. We will also paint the poles and globes will be cleaned this year.

Donna, Bill and John will walk around to see where Lighted stop signs can go. We will also add 15 MPH signs on select light poles.

Green Team

Wednesdays, red flags will go in the mulch at homes not getting herbicide treatments. The homeowner will be responsible to put the flag out and take it back in.

Next meeting - June 14th at 9:30 am at 1071 HCC, John Solberg's home.

Respectfully submitted,
Donna Pritchard, Board Secretary

