

**Meeting Minutes  
Hillsboro Cove Homeowners Association Board of Directors  
September 13, 2022**

Present: Jeff Foster, Bill Daly, John Solberg, Marjorie Badger, Richard Johnson (*secretary pro tem*), Nick Harris (RPG)

Meeting called to order at 9:35 a.m. at John Solberg's home. M/S/C Minutes for August meeting approved. ["M/S/C" signifies moved, seconded and carried]

**Leased property:** There was an extensive discussion of the question of properties in HC being leased by owners; history of this matter reviewed. Consensus, that this matter be floated at the annual meeting to see if the community is interested in proceeding with revising regulations about this.

**Financial report:** John Solberg presented financial report (attached at end of minutes). M/S/C report be received.

**Landscaping status:** Bill Daly reported on tree trimming and removal. Small trunk grinding and grass seeding will be done by Romig. List of approved plants in Rules & Regs needs to be revised and updated.

**Tree mapping:** Need to get a date for tree mapping, something firmer than "when the leaves are gone."

**Asphalt/road contract:** Should be done this week. Bid for drain repair on Marina View from Seabreeze Pavement \$4,250; M/S/C to accept the bid.

**Rules & Regulations:** Despite recent email reminding people about rules & regulations, there are a couple of continuing serious violations. RPG will contact homeowners with a deadline date.

**Cement bases for light poles:** This project has been completed. Poles will be painted and renumbered.

**Speed limit signs:** Still pending.

**Election:** John Solberg presented proposed notice regarding election for two board positions (one current vacancy due to Donna's resignation, and one to replace Jeff, who is retiring after the annual meeting). RPG will have mailing out by the end of this week; notice of meeting with ballot should be sent by October 7. Board will send email blurb alerting people to watch for the October mailing.

**Greenlight Networks:** Should be moving forward at end of the month to enable Greenlight internet service in Hillsboro Cove.

**Rodent problem:** One homeowner is having issues with rodents (maybe voles) in yard; homeowner should put in work order with RPG.

**Exposed cables:** Nick advises to have homeowner put in work order so RPG can determine the nature of these cables. They are probably Spectrum cable, but Spectrum will only respond to request from homeowner.

**Approval of tree:** Board will allow planting of requested Cleveland pear tree this fall.

**Infractions tour:** Bill will put group together to walk around and look at possible infractions of Rules & Regs, perhaps combined with tree tour.

Meeting adjourned at 11 a.m. Next meeting will be 9:30 a.m. Thursday. Oct. 13, at Bill Daly's home, 1071 Hillsboro Cove Circle.

Respectfully submitted,

Richard Johnson, secretary *pro tem*.

**AUG 2022 Monthly Financial Report**

	Actual This Month	Actual YTD	YTD Budget	YTD Actual vs YTD Budget	Annual Budget
<b>Operating Income</b>	46,277	369,285	374,850	99%	562,275
<b>Allocation to Reserves</b>	17,432	139,456	139,456	100%	209,184
<b>Net Operating Income</b>	28,845	229,829	235,394	98%	353,091
<b>Operating Expenses</b>					
Fixed Contracts	20,016	173,439	167,681	103%	256,384
General Maintenance	4,816	29,442	64,290	46%	87,960
Professional Services	1,104	7,187	6,035	119%	7,953
Miscellaneous	63	361	465	78%	794
<b>Total Operating Expenses</b>	25,999	210,428	238,472	88%	353,091
<b>Reserve Expenditures</b>	20,643	53,635			
<b>Total Reserves Available YTD</b>		541,303			
<b>Reserve Expenditure:</b> Deck Repairs (2,110); Tree removal, trim & followup (16,809); Roof repairs (74); Gutter & Downspouts (1,650)					

**Fixed Contracts** include RPG, trash removal, landscaping, fertilization, snow removal, and Insurance.

**General Maintenance** includes maintenance payroll and supplies, non-contract landscaping, extermination & non-Reserve repairs.

**Professional Services** includes accounting, administrative fees and legal & professional services.

**Miscellaneous** includes electricity, real estate & federal income taxes.

**Reserve Expenditures** include repair and replacement of decks, roofs, siding, gutters & downspouts; interior repairs, exterior staining & painting; tree & shrub removal/replacement, tree maintenance; road & asphalt maintenance and water management. (NOTE: The name "Reserves" is also known as "Contract Liabilities" and is associated with a "Major Maintenance Fund" in the accounting world.)

Nomenclature: YTD = "Year To Date"; "Actual" = the actual amount of income or expense.