



**HARBOUR ISLE AT HUTCHINSON ISLAND EAST  
CONDOMINIUM ASSOCIATION, INC.  
Board Meeting**

Monday, November 19, 2018  
Minutes

**1. CALL TO ORDER:**

President Jay Sizemore called the meeting to order at 6:00 p.m. The pledge of Allegiance was recited.

**2. ROLL CALL/ESTABLISH A QUORUM OF BOARD MEMBERS:**

The Board was polled. Board members present were President Jay Sizemore, Secretary Frank Briganti, Treasurer Walt Dinneen, Director Pat DeVecchio and Director Karl Tutt. Vice President Annette Sannioti had an excused absence. Also present was Julie Lynch representing FirstService Residential. There were 43 residents present. A quorum was established.

**3. PROOF OF NOTICE:**

Notice was posted on November 5, 2018 in accordance with Florida Statutes 718.

**4. APPROVAL OF MINUTES:**

On a motion made by Karl Tutt and a second by Walt Dinneen, the Board voted unanimously to waive the reading of the Budget Workshop Minutes on September 27, 2018 and accept as posted on the website. Motion passed unanimously.

**5. PRESIDENT'S COMMENTS:**

President Jay Sizemore thanked the finance committee, management and the board for their time working on the 2019 budget. Jay advised the membership that an increase in dues was simply unavoidable due to the age of the property, vendor contractual increases

**6. TREASURER'S REPORT:**

Walt Dinneen presented the Treasurer's report. (October figures attached as part of the minutes). Walt discussed the proposed 2019 Budget. Walt explained that the Board has worked diligently; reviewing vendors and costs throughout 2018, in order to reduce expenses, consolidate services and place the association in a strong financial position for 2019. Walt explained that some expenses on the 2019 proposed budget are higher and unavoidable, such as FPUA with a 3% increase for water. Property insurance costs will increase by 2 1/2%. We also have contractual increases of 4% for Comcast, a 4% for



ThyssenKrupp and a 3% increase for Ideal Landscaping. There will also be an increase in the 2019 budget due to the transition of our 2 maintenance personnel from independent contractors to FirstService Residential employees with the opportunity for benefits such as medical insurance and paid time off. Walt also advised the membership that interest rates are starting to rise and the board are looking at new CDs and money market accounts for an increased rate of return for our Reserve funds. Therefore, an increase in maintenance for 2019 is unavoidable, dues will increase from \$1210.00/quarter to \$1300.00/quarter for unit owners, garage maintenance will remain the same at \$194.00/quarter. Walt thanked President Jay Sizemore, Property Manager Julie Lynch and Finance committee members Elvis Rodriguez, Alan Goodhard and Frank Briganti for their help in preparing the 2019 budget.

## **7. MANAGER'S REPORT:**

Julie Lynch presented the Manager's Report (attached as part of the minutes).

## **8. NEW BUSINESS:**

A motion was made by Walt Dinneen and a second by Pat Delvecchio to approve the proposed 2019 Budget. President Jay Sizemore requested a roll call vote. Voting aye were Pat Del Vecchio, Karl Tutt, Frank Briganti, Walt Dinneen and Jay Sizemore. The motion passed unanimously.

A Motion was made by Karl Tutt and a second by Walt Dinneen to approve the new rules and regulations updates and changes. President Jay Sizemore requested a roll call vote. Voting aye were Pat Delvecchio, Karl Tutt, Frank Briganti, Walt Dinneen and Jay Sizemore. The motion passed unanimously.

A motion was made by Jay Sizemore and a second by Walt Dinneen to change the Board of Directors from a (7) member board to a (5) member board. President Jay Sizemore called for a roll call vote. Voting aye were Pat DelVecchio, Karl Tutt, Frank Briganti, Walt Dinneen and Jay Sizemore. The motion passed unanimously.

## **9. MEMBERSHIP SEGMENT:**

A discussion ensued between the membership and Board about the Comcast cable TV contract; it's terms and conditions and the possibility of a different cable TV provider in the future.

A resident inquired about having the ability to charge an electric car on the property, the resident was advised that if and when that became a necessity, the board would consider the idea at the time.

A resident inquired about using generators during a power outage. The resident was advised that the Fire Marshall has strict rules on the use of generators and as an association; generators are not allowed for a variety of liability concerns.

Many residents expressed their concerns about the development of the Seaway drive shopping plaza. The Board suggested to the membership to submit their concerns to management who would combine them and present them at the next planning board.

meeting. Residents will also be informed about any upcoming meetings of information in regards to the plaza

**10. ADJOURNMENT:**

Karl Tutt moved the meeting to be adjourned, seconded by Pat Del Vecchio and passed unanimously. The meeting adjourned at 7:05 p.m.

Respectfully submitted,  
Julie Lynch  
Property Manager  
For and on behalf of the Board of Directors





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CONDOMINIUM ASSOCIATION, INC.**

**Manager's Report  
Aug, Sept, October, 2018**

**BUILDING PRESSURE WASHING & CAULKING:**

Twin Palm Builders completed the pressure washing of all residential buildings and the re-caulking of all windows except those covered by the catwalks. They also sealed all woodpecker holes, although the woodpeckers have returned to building 38.

**LANDSCAPING:**

The landscaping company is now in their winter schedule of cutting & trimming every other week. Replacement of plants is an ongoing project, but currently the property is looking very nice as the newer plants are maturing. The pavers have been sprayed for weeds several times and Royal Green has just completed their 4th application this year of fertilizer and lawn pest control. The annual mulch application was just completed on the front and back of all buildings and the common areas. The 2<sup>nd</sup> annual clean out of the mitigation area was also completed according to state guidelines. The wall at the garage area that was struck by lightning was repaired and the palm tree that was also struck will be removed. Aztec Irrigation was here for 2 full days checking the entire irrigation system. And returned to repair/replace any broken heads and change watering zones and times as needed.

**SEAWALL:**

The repair of the seawall behind Building 4 should be completed within the next few weeks.

**MAINTENANCE:**

**Completed projects by Jason & Brian:**

- All Dumpster room floors at each building and the garage bathroom floors have been painted.
- The 2 water fountains at the pool have been replaced with new ones.
- A new flag pole was installed at the front gate with a spotlight and right next to it FPUA installed a new street light with an LED fixture.
- Approximately 40 emergency lights have been replaced in various buildings.
- The tennis courts have been weeded, clay added and general maintenance for the seasonal tennis players.
- All first-floor decorative columns at the resident buildings have been re-caulked
- Maintenance staff have been putting up holiday lights in front of the clubhouse and the guard house. We also purchased new lighted wreaths for the front of each building dumpster room. We will turn on the lights after Thanksgiving. The interior of the clubhouse will also be decorated.

#### **ADMINISTRATION:**

The first notice of the annual meeting will be emailed or mailed out next week, which will contain the time and date of the annual meeting in January 2019 and details of the Board election process if anyone is interested in becoming a board member.

#### **Sales & Rental Report for August, September, October & November 2018:**

- For August, September October & November there were a total of 5 sales.
- The highest was for a first-floor unit in Building 8 at \$325,000.00.
- The lowest sale was a second-floor unit in Building 1 at \$235,000.00
- The average sale price for the last 3 months was \$276,000.00.
- For this period, we had 5 annual leases with an average rental of \$1700.00/month.

## HIE October Treasures Report Nov 19, 2019

October Operating Expenses: \$96,603

October Operating Expenses plus Reserve Contribution:  
\$113,302

October Budget: \$119,636

YTD we are over budget by \$48,179, that is mostly water  
& sewer at \$44,687

Reserves are currently at \$1,217,910, HIE contributes  
\$200K to reserves each year, and with new CD's we will  
review at next meeting, out interest on reserves will be  
at about \$20 to \$25 annually.

We also have \$216K in operating cash

Questions?