

The Island at Hidden Harbour
Board of Directors Meeting

March 31, 2023 – 9 AM
Meeting Minutes

Board members Mark Hannahs, Tom Murrill, Rich Foard (partial), Charlie Zellers and Alan Dietrich (via phone-in), Carol Ann Bianco along with John Jensen (Mana-Jit) participated in this board meeting via Zoom. Martha Behrend did not attend. President Mark Hannahs called the meeting to order at 9:05am.

Project status:

--Tennis Court: John shared the new tennis court net and posts have been installed. However, there remains a gap in the court surface where the net posts meet the new deck surface; this needs to be sealed to prevent water entering or owner issues. The 9 spots needing touch-up paint have been addressed. The pickle ball net we ordered last year is stored in 401-A and needs to be assembled. A second pickle ball net will likely be ordered once we determine if we want to order the same brand / style again. John will send a notice, with this year's lock codes, letting owners know the tennis court is now safe to use.

--Water leak in Aruba: A new water leak was discovered this past week. Aruba 306's main (ball valve) water shut off failed causing water to leak down into units 206 and 106 below. When Mana-Jit became aware of this situation, our plumber was called in to make temporary repairs in 306-A to stop the water leak and mitigation efforts were immediately started to dry up the leaks in all 3 units. This leak damaged mostly utility closets, walls, floor and hallway to the bedrooms. Impacted owners have been made aware of the situation. The owner of 306-A where the leak originated is liable for the first \$10k in damages to the 3 units. While not likely, if the repairs exceed \$10k, then the association will have to pick up the additional costs. In order to avoid future main water shut-off leaks using ball valves, this issue will be included in the next Newsletter. Also the type of water main shut-off valve will be checked in next year's heat check inspections. If multiple units need their valve replaced in the same building, best that the work be done at the same time and in the off-season since the water the entire building must be shut down.

--Landscaping: Tom shared while he and Bill Brittingham discussed the plan for the updated landscaping near Oahu and on the water side of a few buildings, he has not received the quotes for that work yet. Once the quotes are received and accepted, Brittingham typically completes this type of work in just a few days.

Chesapeake Roofing --Hawaii / Cayman rear gable window: John advised Chesapeake Roofing has completed the repairs on the rear Hawaii and Cayman circle windows. Both repairs went smoothly and without any issues. Since we supplied "spare" siding that had been stored in 401-A, the cost of these repairs should be less than the original quoted project cost.

Chesapeake Roofing – Kauai replacement: The Kauai new roof project was completed with no issues earlier in this calendar year than our usual timeframe. Following this work, strong winds occurred in OC; John re-checked the Kauai roof after those wind storms and did not observe any issues. The board asked John to recheck with Chesapeake Roofing to see if the cost of shingles lowered after their initial quote and could now lower this project's cost.

--Oahu Joist hanger / Islamorada wood / Bermuda wood: Tyler Building now plans to start work on these 3 major project areas on April 10th. This is a later start date than we expected. Hopefully with a larger crew on site, we can maintain our Spring work schedule on these buildings.

--ARK—sprinkler system: The sample 4 sprinkler heads per building, were removed by ARK and have been tested. The UL laboratory tests shows all 40 to be OK; no further action. **Done.**

--Aruba—prime pressure treated wood (only): The new pressure treated wood on Aruba has now been primed. **Done.**

--Lanai sinkhole: John noted a new sinkhole starting at Lanai is near a storm drain, along the sidewalk curb. John will have this spot repaired / patched as needed in the coming weeks.

--Pool Contract: The Best Pool Care contract was renewed for 2023 with minimal cost increase.

Proposed Work:

--Paint Aruba building: John obtained a quote from Moore Painting to paint the entire Aruba building in the Spring '23. The cost was higher than expected likely due to there being more wood surface on Aruba (entrance hallways) and the higher cost of paint products. This proposal was accepted.

--Breaker boxes for boardwalk – replace / update options: John advised Beacon Electric's cost quote is still pending for this project.

--Financial Report:

The February Operating fund report shows a negative monthly balance of (\$11,339) with a year to date net balance of \$59,810. The Reserve Fund balance increased to \$629,747 at the end of February. The 2022 Excess Operating funds have been moved to the Reserve account.

The water damage costs from the roof leaks in Kauai account for why we're negative in February's Operating report. The insurance claim on the Kauai leak is still in process while they review the engineers notes. Also, some vendor payments for 2022 were not billed on a timely basis resulting in those costs being incurred in 1Q23.

Bob Moore / PKS has been working with Morgan Stanley to establish a managed Island account to help us take advantage of the now higher interest rates on FDIC insured CDs. We are currently waiting for signature paperwork to be provided to move this effort forward.

--Heat Checks: PKS reports that of the 8 units with heat temperature violations, 7 owners have paid the fine with 1 unit outstanding. On the 13 water ON failures, 5 units still have outstanding payments due. PKS is following up with those owners.

Special Assessment payments: The \$400 Special Assessment payment is due by 3/31/23. As of today's board meeting, this payment from 80 owner units (of the 187 total units) is still unpaid. Again PKS is following up with emails and ACH forms to help the owners to wrap up this effort.

Reserve Study: We accepted the Level 2 (update) Reserve Study proposal and met with the Miller Dodson's rep. on 1/26/23 to complete the onsite inspection. Miller-Dodson shared our report is still under review due to the volume of studies in progress under the new MD law.

Miscellaneous follow-up / thoughts / owner concerns:

--Owner Maintenance document: John is working with our carpet contractor for carpet cleaning guidelines. He will share the Owner Maintenance Guide updated document in the Spring.

--Owner directory / password protect website: Martha was not available to pursue her survey plans to gather owner provided contact information into an Excel formatted Owner Directory.

--Owner Meeting – 2023 date: John will re-submit our Owner meeting reservation application for **Saturday October 7th, 2023** tomorrow under the “revised” Northside Park meeting guideline.

Work shifted to future times:

--Spring orders for Island needs: A new load of beach quality sand and a new net is needed for **volleyball court**; John is pursuing both of these items. As noted above, once we’ve had some experience with the mfg. / style of our new pickle ball net, we’ll likely need to order a 2nd pickle ball net. These items will be ordered at the appropriate time.

--Kayak water access: As we get closer to the season, John will have the replacement ladder for the curve section of the boardwalk at Dominica installed.

--Misc. Pending Paint project work: Last year the painters finished their work on **Dominica** except for the 3 gable peaks on the stair towers. Those are to be painted this Spring in conjunction with the Aruba paint project as it will require lift access. Additionally, **Kauai** still needs paint touch-up in several areas as well as the large circle detail in one of the stair towers that was replaced last year. This was the last building where the treated lumber was painted too early.

--South pool – misc. repairs: John shared Brad / Atlantic Pools is planning to clean-up the south pool shallow end skimmer to wrap up this effort. This should be completed by late May ‘23.

--Condensate lines: John engaged RYT Plumbing to discuss the condensate lines in the crawlspaces for how best to keep them clear going forward. They agreed this effort wouldn’t be tackled until 2023. It was suggested we target owner units where recent remodel work has been done as drywall and other construction dust might accelerate the need for condensate line efforts.

--Tyler—Islamorada decking: The cost to replace the composite decking on the north side of Islamorada is unknown at this time. This quote will only serve as a point of reference for the Islamorada owners if / when they decide to replace the walkway (at their cost). At this time, John has not heard or observed any concerns with that decking; it appears to be acceptable for now.

--Tyler-Pool houses: As stated earlier the pool house walls are a concern as they sit directly on concrete with no membrane in place to prevent rot in the walls. While not critical, John will add this to Tyler’s project list - possibly to be done at the end of the above Islamorada / Oahu / Bermuda work while they are onsite. However, with Tyler’s late start we may need to shift this work to another contractor or later in the year.

All agenda items were covered in this meeting. The next meeting is scheduled for **Friday, May 5, 2023** starting at **9am** via Zoom.

This meeting adjourned at approximately 10:05 am.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary