

The Island at Hidden Harbour
Board of Directors Meeting

March 8, 2024 – 9 AM
Meeting Minutes

Board members Mark Hannahs, Tom Murrill, Rich Foard, Carol Ann Bianco with John Jensen (Mana-Jit) participated in this board meeting via Zoom. Due to prior commitments Alan Dietrich and Martha Behrend left the meeting early; Charlie Zellers did not join. President Mark Hannahs called the meeting to order at 9:05 am. Note: due to some board members having shortened time available, the sequence of some agenda topics were shifted to allow them to participate.

Project status:

--North pool foundation wall: Earlier John shared his concern that the north pool foundation wall needed concrete parging repairs before being painted this Spring. John recently meet with his concrete contractor who advised 70-80% of the north side foundation wall has failed. A quick estimate of \$5,000 to repair those areas was offered, however with no work guarantee until work started and the full condition was observed, nor a commitment that it would be completed before Spring. Upon further inspection, John observed the foundation wall areas having the most failure are below the pool fence posts. Cracks around the fence posts were observed which likely allows rain water to run through, behind the foundation wall. After a brief discussion, the board agreed to postpone the parging repairs until after this year's pool season; the landscaping will mostly conceal the cosmetic appearance of the parging failure. The north pool fence is stable and secure for now. This repair may require the entire pool fence to be taken down and re-supported with rebar and angle supports, similar to what was done at the south pool a few years ago. Of note, the north pool concrete deck is not in bad shape.

Maui parking lot: As earlier noted, the serious degradation of the asphalt in the area of Maui and Oahu is getting worse. John provided current condition photos of those areas of the parking lot which showed serious cracks and "chunking". John then shared a proposal from a contractor he recently used to complete a major parking lot project for a neighboring community. They will mill and pave 10,000 square feet of paving to a depth of 2 inches; the new asphalt would be between the speed bumps of Maui and Oahu; also included are corrections to low surface areas near the dumpsters / curbs at Lanai and Lanai where water tends to pond. Rich recommended due to the chunking issue that they install a fabric layer to strengthen the new overlay asphalt. While this work was not planned for in our 2024 budget preparation, Carol Ann noted we do have funds to handle it. The board agreed to accept the proposal. John indicated it would take 2-3 days for the asphalt work to be completed. Timing of other projects in this area, i.e. the new roofs on Lanai and Maui were discussed. John will coordinate with the contractors involved and once a timeline has been determined, owners will be notified to avoid that portion of the parking lot.

--Electric Vehicle (EV) charging stations: John shared a cost quote from Beacon Electric to add 240v / 50amp charging outlets, supporting 4 vehicles, to provide EV charging for Island owners. The outlets would be run off the north pool electric service as that is the most accessible location leading out to a charging station on each side of the peninsula at the north pool entrance. Tom cautioned they be mindful of the irrigation system in that area. Mark suggested while the asphalt paving work was being done at Maui and Oahu, to have them also mark off the new EV parking spaces. The board then discussed how best to control access to only Island owners, e.g. dash sticker or hang-tag in vehicle. Carol Ann was asked to obtain electric usage / rates from past DPL invoices to help determine the cost to owners for this service, likely to be billed on an annual fee. Alan will work with Rich and John to draft a special newsletter outlining the plan, the set-up, cost, etc. to determine demand for this new service.

--Paint – prime new railings on Islamorada and Bermuda:

--Misc. Paint projects including peaks on Dominica and Aruba:

At this time, no painting work has been done yet due to weather conditions. The need for a lift is another factor at play in this effort as we try to coordinate all lift needs in one trip.

--Aruba – circle window repair: Tyler's repairs to the soffit in the Aruba area will be done in connection with the Cayman wood replacement project.

--Landscaping: Tom said there's nothing new to report on landscaping efforts just now. He hopes to set a meeting with Bill (Brittingham) soon on future Spring plans as well as determine if there is any impact from Winter weather damage on the existing plantings. Pre-emergent treatments should have been done now / soon; John to verify status.

--Tennis Court: John shared Terra Firma's paint contractor inspected the tennis court for our paint concerns. They reported they will apply a re-surfacer and re-color, re-stripe the entire court, under warranty, in the April / May time period. John also stated he plans to update the signage there. Mark re-iterated the lock mechanism on the tennis gate court needs to be corrected, improved. John noted he's had more keys made and is working on a method to make them available as owners need them.

--Breaker boxes for boardwalk: John shared Beacon Electric has finished installing the new, replacement Cutter breaker panel box on the south side boardwalk. An issue with one owner's breaker was briefly discussed. A Reserve check has been issued to pay for this project - Done.

--Roof replacement quotes: The board accepted both contracts to install a new roof on Lanai and Maui. The Reserve deposit payment check has been issued. John will coordinate dates and alert owners to the coming projects.

--Dominica / Kauai awnings: Both Phillips Signs quotes to address the rusted steel frames on all 3 canopy awnings on Dominica and the quote for both of the 3rd floor Kauai awnings that also needs to be replaced were accepted in last month's meeting. A Reserve deposit check has been issued for this project.

--Heat checks – 2024: John reported several owner's pushed back on the service fee assessed for those units found not in compliance with the published Rules and Regulations for winterizing each owner unit. After discussion, the board agreed to back off the service fee this time but committed to revising, as necessary, the Rules & Regulation's. Any changes to the R&R;s will need owner approval. This will be a topic on the October Owner Meeting agenda where we will (again) stress how important owner compliance is to avoid repeat costly water leak damages and remediation challenges that we've dealt with in the past / recently.

--Financial Report:

The January, 2024 Operating fund report showed a positive monthly balance and year to date of \$28,389. As noted in prior months, our unplanned higher monthly insurance payments have impacted our Reserve budget in that we owe the Reserve's \$144,254 from the Operating Fund. We plan to restart funding / paying down that deficit in March. The available Reserve Funding is \$499,294 at this time. In March, we are paying deposits from the Reserves on the 2 roof projects and the 2 awning projects; we are also paying for the boardwalk electric boxes in March.

--Owner payment status: As noted earlier, we are tracking owner violation fine payments from the January heat checks. PKS is also tracking the owner condo dues payment status, especially in light of the increased due charge in 2024.

--401-A Tax Assessment notice: Mark updated the board on his dialog with the Worcester County office regarding the higher tax assessment notice we received on unit 401-A. A virtual appeal meeting on this unit is scheduled for next week. Several board members noted they were also challenging their own assessments due to square footage calculations.

--Kauai roof leak: Mark shared the appropriate persons are now engaged from the MD Insurance Administration on this denied claim from our insurance carrier.

--Collections Policy: Nothing new was available for discussion in this meeting.

Proposed Work:

--Pool contract – 2024: John shared he obtained 2 pool service provider proposals for the Island for the 2024 season. While the costs are essentially the same, he recommended the provider now handling a neighboring association. This is due their familiarity, proximity of techs to our location. The board agreed to move forward with John’s recommendation; he will finalize that contract in the coming week(s).

--Wood Replacement – Cayman: Tyler Builders provided their quote to replace the identified wood railing sections and one column wrap. The board accepted their bid. As noted above, the finish work on Aruba will be completed during the Cayman work effort.

Miscellaneous follow-up / thoughts / owner concerns:

--Unmarked bicycles: Another option for where to take old, abandoned bikes from the parking lot racks was shared earlier in an email. After the next inspection, abandoned bikes will be removed from the parking lot.

--Miscellaneous other topics: John shared updates on several miscellaneous, specific owner items for the boards consideration.

Work shifted to future times: These items were not discussed in this meeting as the timing of these topics is not near term.

All other agenda items were covered in this meeting. The next board meeting is scheduled for **Friday, April 19, 2024** starting at **8:30am**. This meeting will be held via Zoom.

This meeting adjourned at approximately 10:50 am.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary