

The Island at Hidden Harbour
Board of Directors Meeting

April 19, 2024 – 8:30 AM
Meeting Minutes

Board members Mark Hannahs, Tom Murrill, Martha Behrend, Alan Dietrich, Rich Foard, Carol Ann Bianco with John Jensen (Mana-Jit) participated in this board meeting via Zoom. Charlie Zellers did not join. President Mark Hannahs called the meeting to order at 8:30 am.

Project status:

--Paint – prime new railings on Islamorada and Bermuda: This work is DONE.

--Paint –Bermuda and Islamorada: John shared Moore Painting's quote for the full paint project on both B & I buildings. The board accepted the proposal; John will get the work scheduled.

--Misc. Paint projects including peaks on Dominica and Aruba: The need for a lift is a factor at play in this effort as we try to coordinate all lift needs in one effort.

Maui parking lot: The proposal to mill and repave 10,000 square feet of paving to a depth of 2 inches between the speed bumps of **Maui and Oahu** was accepted in last month's meeting. That proposal also includes correcting the low surface areas near the dumpsters / curbs at **Lanai** where water tends to pond. However, in last month's discussion, installing a fabric layer to strengthen the new overlay asphalt was suggested. In this meeting, John shared his updates on the additional cost of the fabric as well as his concern with the coordination needed to bring in a non-local sub-contractor for just that portion of the project in a timely window. John agreed to investigate alternate vendors and fabric quantity options in the following week. [Note: On April 24, it was decided to move ahead with the original milling and repaving proposal due to logistical issues as well as the cost factor. This work should now be done by the end of April.]

--Landscaping: Tom said there's nothing new to report on new landscaping efforts just now. He did mention recently receiving several old (2022, 2023) invoices from Brittingham. These mostly concerned new red stone orders. The question is whether the spreading of the stone was included in the stone invoice or if it was a separate billable item. John agreed to check on it. Tom then updated the board on a recently discovered large sinkhole found in the curved area of Dominica's boardwalk. Brittingham's team found worm holes in that bulkhead area where 2 roof gutters tie into a common line causing sediment erosion. They re-piped the rain gutters, and inserted a hole in the bulkhead to allow a safe exit path for that water. Discussion then led to whether this was a concern at other areas of the property. Future monitoring will be done.

--Tennis Court: John shared Terra Firma's paint contractor will apply a re-surfacer and re-color, re-stripe the entire court, under warranty, in the April / May time period. John is working to get a date from them so owners can be alerted when the tennis / pickle ball court will be shut down. John also shared the new signage he plans for that area; he will get a mock-up done and cost quote. The lock mechanism on the tennis gate court remains a concern. It is not a self-closing lock (like the pool gates); John will see what can be done to close the gap in the lock/ post.

--Roof replacement quotes: A new roof has been installed on both Lanai and Maui. Alan noted the installers, who worked over a weekend, did a great job, esp. in light of the high winds. DONE.

--Dominica / Kauai awnings: Phillips Signs installed 3 new canopy awnings on Dominica and a new 3rd floor Kauai awning. DONE. John shared a new concern for another canopy awning (Maui); he plans to inspect all the canopies to determine the full project scope. Rich suggested we replace both dome awnings on a building in the future, not just one bad one, for consistent fabric appearance. John plans to inspect the vertical awning posts and adjacent columns for integrity.

--Wood Replacement – Cayman: Tyler Builders expects to replace the identified wood railing sections and one column wrap on Cayman in the coming weeks. The finish work on the Aruba soffit will be completed during the Cayman work effort.

--Electric Vehicle (EV) charging stations: Beacon Electric installed 2 - 240v / 50amp charging outlets to provide EV charging for Island owners at the north pool peninsula. Currently the outlet boxes are locked until we are ready to go live. The EV spaces will be marked during the parking lot paving project. Alan reviewed last year's DPL invoices for usage costs. He recommends we start with a \$120 annual fee for owners who use these charging stations. Owners planning to use this service will need to register their vehicle and obtain a hang-tag to be displayed in the vehicle while at the charging station. Owners will be alerted to this new feature (**for Island residents / guests only**) in the next Newsletter. A separate policy / procedure memo will then be provided to owners who declare their intent to use this amenity.

--Pool contract – 2024: The Island is under contract with Atlantic Pools to maintain both pools this year. We expect they will be performing start-up efforts in the coming weeks. They will also address the South Pool rough / skimmer area from prior work efforts.

--North pool foundation wall: Earlier John shared his concern that the north pool foundation wall needed concrete parging repairs before being painted this Spring. A quick "clean-up" of those walls was recently completed to make them presentable for this pool season. This was mostly achieved by knocking off the damaged overlays. Alan recently inspected the north pool and feels 2 support fence posts have significant cracks which will require similar repair efforts to what was done at the south pool a few years ago. That work will be addressed after this year's pool season.

--Financial Report:

The March 2024 Operating fund report showed a positive monthly balance of \$16,943 and year to date balance of \$53,151. Due to our monthly insurance payments our Reserve budget was impacted with us still owing the Reserve's \$152,588 from the Operating Fund; this is slightly down from February as we recently increased the Reserve contribution. The available Reserve Funding is \$470,587 at this time. Thus far in April, we paid the balance due on the awnings.

--Owner condo payment status: PKS continues efforts to bring all Island owners current in their monthly 2024 condo dues. We still have a few owners with condo dues in arrears.

--Heat checks – 2024: Owners failing to pay their heat check violation fees continues to be an issue. These fees are clearly documented in the Owner Rules and Regulations, page 5 and have been in place since 2018. Most frustrating is that several owners are repeat offenders. The board discussed other steps we can implement to resolve this, including partnering with Mana-Jit to utilize their Collections Policy. Carol Ann will work with PKS / Mana-Jit to develop a plan.

--401-A Tax Assessment notice: Mark shared he's received no update since his online meeting with the Worcester County office regarding the higher tax assessment notice on unit 401A.

--Kauai roof leak: Mark shared the appropriate persons are now engaged from the MD Insurance Administration on this denied claim from our insurance carrier. No response thus far.

Proposed Work:

--Website: Recently a recommendation was received to password protect the Island's website. After some discussion, the board agreed it's the way of the world now. Carol Ann will work with our website designer to implement this security feature. More information on timelines and rollout details will be provided later.

Miscellaneous follow-up / thoughts / owner concerns:

--Grills: John shared an owner found holes in the bottom of several BBQ grills. John will check with Charlie to determine solution needed.

--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, May 17, 2024** starting at **8:30am**. This meeting will be held via Zoom.

This meeting adjourned at approximately 10:45 am.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary