Harbor Crest 400 Board Meeting

June 4,2026

The meeting was called to order by Debrah Moore @ 7:02 pm

Members present: Debrah Moore, Celia Leaird, Paul Illge, Laurie Cassidy & Tom Hidde(by phone)

Proof of Notice was certified. (Noted -Our Bylaws require a 5 day notice)

Minutes of the January 23, 2026 Planning Meeting were read. Paul Illge moved and Debra Moore seconded to approve the minutes. Passed unanimously. With one change AC company is not 3 Guys, Its was Todd's AC.

Celia appointed as meeting chair due to experience and voice projection.

"Are you recording Celia asked Debrah" Debrah said yes recording using AI App.

Board phone participation requires speaker system so all attendees can be heard clearly on any votes.

Need to purchase new microphone/speaker system for clubhouse or Bluetooth speaker for phone participation

Agendas must be posted 5 days in advance;

Closed meetings only for attorney/personnel/contractor dispute discussions.

Board Ethics and Conduct Standards Es. (attached when members have reviewed and signed): The Code of Ethics was discussed and shall be reviewed again a work in Progress. Debrah Moore read her Code of Ethics and emailed the board a copy to review.

Homeowner complaints must be submitted in writing through office door slot - board members should not engage in problem-solving directly to avoid liability

Boards Goals for completion by January 2027:

Roads need sealing [but current condition may make sealing ineffective due to 4+ year of neglect.]

Celia has scheduled a third contractor walkthrough (Express Asphalt Solutions) for Tuesday June 9 at 10am Paul, David and Debrah will join

Paul Illge indicated that road work cannot proceed until drainage issues are resolved.

Drainage Issues Investigation-

Paul Illge agreed to contact the county to see if anything can be done regarding the drainage issue or to improve our situation

County/city inspection needed to determine if the drainage system is contributing to problem Laurie volunteered to research grants for drainage, sewer, and water line improvements

Financial

Paul Illge asked did Ameritech have an outside audit completed, if completed did Harbor Crest Board receive the audit. Mr Illge will contact Ameritech to determine current situation. No price was given for audit

A discrepancy was found: water/sewer/trash budgeted at $80K but actual cost $97K (Laurie Cassidy to follow up on this.

Management Company Issues

- 0 Contract expires December 31st - must give 60-day notice by Halloween if not renewing o
- Ameritech gets 5% commission on contracts over $50K only for Project Management if the board approves to hire them as Project Manager. This is optional and per project.
- Website belongs to Ameritech, not Harbor Crest - will need new website if switching companies
- Angela Johnson, Ameritech is required to attend 14 meetings annually per contract
- Board discussing taking some functions currently performed by the management company back in-house.
- need to confirm how financial agreement would be affected.

Document Updates and Legal Compliance

Paul Illge and Laurie Cassidy appointed as chair and co chair for updating all governing documents (articles of incorporation, bylaws, rules & regulations)

Will use AI tools initially before involving attorney to reduce legal costs, Attorney fees over $500,00 should be approved by the members.

All documents need updating to current Florida statutes.

Property Enforcement and Violations

- Discussion of enforcing property maintenance standards and addressing "eyesore" properties
- Must enforce rules uniformly across all homeowners to avoid selective enforcement claims
- Specific issue raised about planters in guest parking areas blocking access a long and loud discussion between Debrah Moore and Laurie Cassidy about a board members breaking rules. Paul Illge had to calm the room asking board to lower their voices.
- Need updated rules and regulations before implementing fining procedures

Facility Issues

- One dryer marked as broken - Laurie will test both washers and dryers to determine actual problem
- Keys for laundry money collection remain with current system (Gely handles, reports to treasurer) This is not stated at the meeting cannot be added as if it was not on

video, What was stated was gely got the money from the dryers and gave it to Marie, Celia thinks but will check into it.

- Abandoned vehicle in guest parking - owner confirmed in jail, researching towing options Paul will followup with tow companies and police.

Next Steps

- Laurie: Research drainage/infrastructure grants, test laundry equipment, work on document updates with Paul
- Paul: Contact Ameritech about missing financial audit, find local towing company, work on document updates with Laurie
- Celia: Conduct contractor walkthrough Tuesday 9th at 10am, continue as meeting chair not stated on video.
- Debrah: Attend hurricane preparedness meeting, create complaint forms for homeowners, send email about trash procedures and create complaint forms were not discussion on the video before meeting adjourned
- Board: Purchase microphone/speaker system, establish calendar for regular meetings (first Thursday each month at 7pm) This was suggested but was not agreed to by the board

- Debrah adjourned the board meeting while a member was still talking and Paul requested a second which is required for any motion Debrah said a second is not required and Celia also agreed a second is not required.

Debra Moore moved to adjourn the meeting at 8:45 PM.

Respectfully submitted by Al recording