



# Marsh Harbour at Kingsland

**Property Owners Association**

**Annual Meeting**

**February 17, 2015**

**Time: 6:30 PM – 8:00 PM**



# Agenda

- ▣ **Call to Order, validation of quorum**
- ▣ **Association Update**
  - ▣ Accomplishments
- ▣ **Budget Presentation**
  - ▣ Check Book Balance
  - ▣ Budget
  - ▣ Goals
- ▣ **Vote**
  - ▣ Fine Amendment



# 2014 BOD Accomplishments

- **Hired attorney to assist with collections of delinquent accounts:**
  - Reduced delinquent accounts by approximately 80% in settlements and collected over \$47,000 in 2014
- **Reduced 2015 dues to \$500**
- **Signed a cost share agreement with Laurel Oaks HOA for Entrance Maintenance and Improvement Projects**
- **Hired Peter's Landscape service for MHPOA entrances, pool/tennis, and common areas**
- **Arranged with UGA Extension office for pond assessment**
- **Published quarterly newsletters**



# 2014 BOD Accomplishments

- **Supported Infrastructure Improvements:**
  - Repaired knee wall at the Christians Landing entrance
  - Improved picnic pavilion in pool area: scored/stained/sealed concrete, stained tables and anchored in place
  - Purchased new bench and installed at tennis courts
  - Lowered pond level by 3 inches in response to concern raised at 2014 Annual Meeting
  - Replaced broken and missing pillar lights at Laurel Marsh entrances

# A Budget Note

- **MHPOA has carried a positive 2014 Check Book Balance of + \$72,630.14 into 2015**

This is due in large part to Collections of Delinquent Accounts

# 2015 Proposed Budget

## Income Section

Section Line Number	Account Name	2014 Proposed Budget	2014 Actual Income	Adjustment from 2014 Budget	2015 Proposed Budget	Explanatory Notes
<b>Section A</b>	<b>INCOME</b>					
2	Association Dues	\$137,888.00	\$163,479.55	\$25,591.55	\$123,500.00	\$500.00 for 247 properties
3	Late Fees	\$4,300.00	\$1,835.43	-\$2,464.57	\$1,000.00	Late fee and other charges
4	Other Income (Settlements)	\$0.00	\$0.00	\$0.00	\$31,168.00	Income (delinquent accounts)
5	Anticipated Unpaid Dues	-\$13,611.00	-\$6,270.43	\$7,340.57	-\$3,500.00	Estimated unpaid dues (7)
6	Brookshire Retreat Membership Dues	\$13,108	\$8,893.96	-\$4,214.04	\$8,200.00	Pool/Tennis Membership Dues
7	Fiddler's Cove Membership Dues	\$14,086	\$9,561.03	-\$4,524.97	\$8,800.00	Pool/Tennis Membership Dues
8	Laurel Oaks Credit	\$4,300	\$9,449.38	\$5,149.38	\$4,300.00	Entrance maintenance reimbur.
<b>9</b>	<b>Total Projected Revenue Available</b>	<b>\$160,071.00</b>	<b>\$186,948.92</b>	<b>\$26,877.92</b>	<b>\$173,468.00</b>	<b>Total Anticipated Income</b>

Beginning Cash	\$72,630.74	Year end checking balance
<b>Total Projected Revenue Available</b>	<b>\$246,098.74</b>	<b>Total projected revenue</b>

## Highlights

- 2014 remaining cash assigned to Improvement Projects
- Added line for settlement income (Line 4)
- Includes membership dues for pool/tennis court use
- Includes credit from Laurel Oaks HOA for entrances

# 2015 Proposed Budget

## Grounds and Lake Maintenance Section

Section Line Number	Account Name	2014 Proposed Budget	2014 Actual Expense	Adjustment from 2014 Budget	2015 Proposed Budget	Explanatory Notes
<b>Section B</b>	<b>GROUNDS/LAKE MAINTENANCE</b>					
10	Contracted Lawn /Landscape Services	\$24,000.00	\$22,665.65	-\$1,334.35	\$24,000.00	Landscape MH common area
11	Landscape Supplies, MH Entrances	\$6,000.00	\$4,752.00	-\$1,248.00	\$6,000.00	Landscape supplies for entrances
12	Fountain Maintenance	\$3,000.00	\$3,697.03	\$697.03	\$3,000.00	Fountain repair expense
13	Lake Management	\$2,760.00	\$2,830.00	\$70.00	\$3,300.00	More aggressive weed control
14	Irrigation Well Maintenance	\$800.00	\$875.45	\$75.45	\$1,000.00	Parkway Well replaced in 2014
15	Miscellaneous Repairs/Maintenance	\$2,200.00	\$6,297.67	\$4,097.67	\$3,000.00	Emergency repairs
16	Electric Marsh Harbour Entrances	\$8,100.00	\$8,764.48	\$664.48	\$9,000.00	Electricity MH entrances
17	Parkway Shared Cost	\$8,600.00	\$8,298.76	-\$301.24	\$10,000.00	MHPOA Parkway shared cost
18	<b>TOTAL GROUNDS/LAKE MAINTENANCE</b>	<b>\$55,460.00</b>	<b>\$58,181.04</b>	<b>\$2,721.04</b>	<b>\$59,300.00</b>	

## Highlights

- Significant amount of maintenance in 2014
- Increased Lake Management contract for more aggressive aquatic weed control

# 2015 Proposed Budget

## Pool and Tennis Section

Section Line Number	Account Name	2014 Proposed Budget	2014 Actual Expense	Adjustment from 2014 Budget	2015 Proposed Budget	Explanatory Notes
Section C	<b>POOL/TENNIS COURT EXPENSE</b>					
20	Pool Maintenance	\$5,820.00	\$5,335.00	-\$485.00	\$5,820.00	Contracted Pool Maintenance
21	Pool Supplies / Miscellaneous	\$1,000.00	\$4,487.58	\$3,487.58	\$1,000.00	Key Cards & miscellaneous
22	Landscape Pool/Tennis	\$5,100.00	\$5,525.00	\$425.00	\$5,100.00	Landscape Services
23	Pool Attendant	\$1,300.00	\$180.00	-\$1,120.00	\$1,300.00	Summer Pool Attendant
24	Pool Permit	\$520.00	\$520.00	\$0.00	\$520.00	Pool Permit
25	Pool Janitorial Services	\$900.00	\$825.00	-\$75.00	\$1,500.00	Pool Janitorial @\$125.00/mo
26	Pool Janitorial Supplies	\$600.00	\$0.00	-\$600.00	\$900.00	Pool Janitorial Supplies
27	Pool and Tennis Electric (OREMC)	\$10,024.75	\$9,059.84	-\$964.91	\$9,000.00	Electricity for Lights, pumps etc
28	Kingsland Water	\$1,500.00	\$1,242.68	-\$257.32	\$1,500.00	Water for Pool & Restrooms
29	Telephone	<u>\$483.00</u>	<u>\$495.25</u>	\$12.25	<u>\$500.00</u>	Required for Pool Emergencies
<b>30</b>	<b>TOTAL POOL/TENNIS EXPENSES</b>	<b>\$27,247.75</b>	<b>\$27,670.35</b>	<b>\$422.60</b>	<b>\$27,140.00</b>	

## Highlights

- NOTE: There was a vandalism problem last summer



# 2015 Proposed Budget

## Maintenance and Administration

Section Line Number	Account Name	2014 Proposed Budget	2014 Actual Expense	Adjustment from 2014 Budget	2015 Proposed Budget	Explanatory Notes
<b>Section D</b>	<b>MANAGEMENT &amp; ADMINISTRATIVE</b>					
31	Management Services Contract	\$21,184.92	\$21,184.92	\$0.00	\$21,184.92	Management Services Contract
32	Publications & Printing Supplies	\$200.00	\$451.34	\$251.34	\$400.00	Printing Supplies
33	Publication Postage	\$500.00	\$164.68	-\$335.32	\$500.00	Postage for Mailing
34	CPA Services	\$1,000.00	\$1,165.00	\$165.00	\$15,000.00	Misc Acctg & Financial audit
35	Legal Services	\$10,000.00	\$9,881.48	-\$118.52	\$12,000.00	Legal Fees + Expenses
36	Liability Insurance	\$2,240.00	\$2,170.00	-\$70.00	\$2,240.00	Insurance Pkg (P/L,D & 0)
37	Property Tax	\$5.00	\$1.47	-\$3.53	\$5.00	Camdan county Property Tax
38	License & Permits	\$100.00	\$113.40	\$13.40	\$200.00	Licenses & Permits
39	Annual Meeting	\$300.00	\$685.95	\$385.95	\$600.00	Rental fee for annual meeting
40	Neighborhood Events	\$500.00	\$0.00	-\$500.00	\$500.00	Easter Egg Hunt, Holiday décor
41	Bank Service Charge	\$120.00	\$166.22	\$46.22	\$120.00	Bank service fees
<b>42</b>	<b>TOTAL MANAGEMENT/ADMIN</b>	<b>\$36,149.92</b>	<b>\$35,984.46</b>	<b>-\$165.46</b>	<b>\$52,749.92</b>	

<b>Subtotal Operational Cost</b>	<b>\$121,357.67</b>	<b>\$121,835.85</b>		<b>\$139,189.92</b>
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### Highlights

- Added funds for full financial audit
- Continued funding for legal expenses
- Minor adjustments in other areas

Note:  
2014 budget was within  
0.4% of actual expenses

# 2015 Proposed Budget

## Capital Improvements

Section Line Number	Account Name	2014 Proposed Budget	2014 Actual Expense	2015 Proposed Budget	Explanatory Notes
<b>Section E</b>	<b>CAPITAL IMPROVEMENTS</b>				
43	Pool	\$16,200.00	\$16,200.00	\$9,000.00	Replace Pool perimeter fence
44	Tennis Courts	\$2,000.00	\$500.00	\$5,000.00	Possible resurface, repair lights
45	Fountains	\$5,000.00	\$0.00	\$15,000.00	Replace Fountains #1, #2, & #3.
46	Wells & Irrigation	\$4,000.00	\$0.00	\$10,000.00	Replace Well Pumps in LM
47	Entrance Improvements	\$3,000.00	\$0.00	\$17,000.00	Re-landscape MH entrances
48	Disaster Repairs	<u>\$7,149.32</u>	<u>\$0.00</u>	<u>\$10,000.00</u>	Emergency repairs as needed
<b>49</b>	<b>Total Improvements</b>	<b>\$37,349.32</b>	<b>\$16,700.00</b>	<b>\$66,000.00</b>	

## Highlights

- Added funds for improvements in all areas

# Budget Summary

2015 Projected Income.....	\$173,468.00
<b>2014 Check Book Balance.....</b>	<b>+ <u>\$72,630.14</u></b>
Total Revenue.....	\$246,099.00
2015 Projected Operational Expenses.....	- <u>\$205,189.00</u>
<b>Reserve/Carry over into 2016.....</b>	<b>\$40,910.00</b>

# 2015 Year-End Goals

- **Implement** suggestions from the UGA pond assessment
  - ✓ Install new fountains
  - Change treatment program to manage aquatic vegetation
  - Stock pond with grass carp to further control vegetation
  - Landscape pond bank along parkway to control erosion
  - Install a grate over spillway
- **Install** covers over rusted areas on playground equipment for safety
- **Repair** or replace aging wells



# 2015 Year-End Goals

- **Continue** to be aggressive in settling delinquent accounts
- **Improve** entrances and common areas
- **Install** new and higher fence around pool area
- **Add** lighting to remaining entrance monument signs
  - Dilworth Point
  - Brookshire
  - Christians Landing
- **Reduce** dues again for 2016, prudently



# Documentation Update

- Covenant and Restriction Amendment on Fines
  - “Fine Policy”
    - Covenant Amendment presented at 2014 Annual Meeting
    - Vote was tabled due to short response times for correcting violations
    - In June 19, 2014 the Declarant signed a new amendment extending the timeframes for correcting violations.
    - 67% affirmative vote required to pass



# Membership Voting

- Covenant and Restriction Amendment (67% to approve)
  - "Fine Policy"
  - Motion to approve
  - Second
  - Vote



# BOD Commitments

- Bring transparency to the members
- Use dues judiciously and for the right reasons
- Make every effort to collect dues, including taking legal action when necessary
- Communicate via the web site, e-mail, and newsletters
- Uphold the Covenants and Restrictions, Bylaws, and Association policies and procedures
- Promote community involvement in MHPOA





# THANK YOU...

## ...for coming

- Access the web site for announcements on future events
- Use the web site to give us your feedback