



HARBOR EAST POA BOARD

MEETING MINUTES

DATE: August 4th, 2026

LOCATION: Via Webex

TIME: 4:00 pm

BOARD MEMBERS PRESENT: TERRI ROBINSON, KEITH LAU, MICHELLE MURTHA, BILL TUCKER and SAM SMITH

APPRENTICES PRESENT: BILL PRESCOTT AND JOE KELL

STAFF MEMBERS PRESENT: AMANDA HELMS AND JACOB THEW
TERRI CALLED THE MEETING TO ORDER AT 4:02pm

APPROVAL OF July 14th minutes. Michelle motioned to approve, Keith seconded the motion. It passed unanimously.

PRESIDENT'S REPORT: TERRI ROBINSON

The meeting opened with discussion of the POA's Annual Meeting, which will be held on August 15th. Terri will not be available to attend the meeting; Sam will fill in for Terri.

VICE PRESIDENT'S REPORT: SAM SMITH

Sam provided an update on 125B Vista. Allen Dobson, POA attorney, has sent letters and set deadlines for the unit owner.

The unit owner has notified the POA about the walkway. Jacob has modified the walkway to make it a ramp.

The unit owner needs to comply with the deadlines that have been set, or the POA will move forward with legal action.

TREASURERS REPORT: KEITH LAU

Keith reported that no financials were available for the meeting. The financials will be ready for the Annual Meeting. The LLC account has had \$23,000.00 additional funds for maintenance needs. Jacob and Keith will be working on the 2027 LLC budget in the next couple of months.

PROPERTY AND GROUNDS REPORT:

JACOB THEW

Jacob reported that the dirt work for the pool is 2/3 of the way done. The bathrooms will have to be relocated due to lack of space. The bathrooms will be located at the south end of the pool, former hot tub location. The pumphouse, bathrooms and the gazebo will be located at the south end of the pool.

The pool company will begin tearing out the old pool deck the week of August 24th.

The grounds have slowed down due to hot and dry weather.

A betterment request for 25B Peninsula Drive was presented for adding a small ramp on the east end of the porch. The ramp will be a removable ramp. Keith motioned to approve the ramp, Bill Tucker seconded the motion. It passed unanimously.

OFFICE MANAGER REPORT:

AMANDA HELMS

Delinquencies:

Amanda reported that she didn't have a current list of delinquent accounts.

The Board adjourned at 4:39 p.m.