

HARBOR EAST  
PROPERTY OWNERS'  
ASSOCIATION  
HANDBOOK

21 VISTA DRIVE  
MOUNT IDA, AR 71957

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OFFICE HOURS:

TUESDAY – FRIDAY 8:00-4:00 PM

SATURDAY 9:00-2:00 PM

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# ***HARBOR EAST PROPERTY OWNERS' ASSOCIATION HANDBOOK***

**POA OFFICE  
870-867-3838**

**E-mail: [harboreastpoa@windstream.net](mailto:harboreastpoa@windstream.net)**

**Web Site: [www.harboreastpoa.com](http://www.harboreastpoa.com)**

Welcome to our community. The Harbor East Property Owners' Association (a non-profit organization) provides this "Handbook" for your information.

Please take care of your unit, our community as well as enjoy the time with your family and friends in creating some very special lifelong memories.

Our staff and Board are always available to answer questions or hear your suggestions. Feel free to contact us.

## **HARBOR EAST HORIZONTAL PROPERTY REGIME**

Harbor East is located on sixty-two (62) wooded acres on beautiful Lake Ouachita a 49,000-acre pristine wilderness mountain lake located twenty-six (26) miles west of Hot Springs National Park. There are currently one hundred eighty-eight (188) condominiums, which are nestled in natural forested surroundings. Amenities include four (4) tennis courts and two (2) swimming pools.

Ownership of property within the Harbor East Horizontal Property Regime makes a person a member of the Property Owners Association. The POA office is located near the front entrance of Harbor East. Owners are encouraged to call or stop by with any concerns, questions or suggestions. This "Handbook" does not replace the Master Deed and By-Laws of Harbor East Property Owners' Association, but is intended to be your quick reference to the current operational policies and services.

## **ANNUAL MEETING**

The Harbor East POA Annual Meeting is held on the third Saturday of August each year. At this time new Board Members are elected for the terms that have expired, if there is a quorum. A quorum is 51% of the Total Basic Value of the Regime (as set forth in the recorded Declaration) who shall be present in person or represented by proxy at any meeting duly called, shall constitute a quorum for the transaction of business there at. Owners that are unable to attend the Annual Meeting may vote by proxy.

## SURROUNDING COMMUNITIES

**HARBOR EAST ESTATES:** Harbor East Estates consists of eleven (11) home sites. Currently seven (7) beautiful homes that enter off Vista Drive have been constructed and overlook the Harbor East complex. Harbor East Estates is self-governed under its own Bill of Assurance. The Harbor East Estates pay monthly fees to the POA for trash pick-up, security, mailboxes and use of amenities.

**HARBOR SOUTH:** Harbor South is a large emerging development nestled at the base and up the slope of Hickory Nut Mountain. It has its own Property Owners Association.

**MOUNTAIN HARBOR RESORT:** Mountain Harbor Resort has served this area for over fifty (50) years and provides quality services for both recreational and business visitors. Further details may be obtained by calling Mountain Harbor Lodge at 870-867-1200 or visit their E-mail address [mtharbor@ipa.com](mailto:mtharbor@ipa.com) or the Webpage: [www.mountainharborresort.com](http://www.mountainharborresort.com).

**TURTLE COVE SPA:** Turtle Cove Spa, located in the upper level of the East Cove Conference Building, offers all of the indulgences of a full service spa in a beautiful lake setting. In addition to luxury spa services—massage, facials, body treatments, manicures and pedicures— the spa also offers spa products, gifts, unique packages and gift certificates. Special programming is available for groups. You can reach Turtle Cove Spa at (870) 867-1220 or visit their Website at [www.turtlecovespa.com](http://www.turtlecovespa.com).

**EAST COVE CONFERENCE BUILDING:** East Cove Conference Building is part of Mountain Harbor Resort and is located adjacent to Phase II in Harbor East. It is available for rent for large groups, such as Family Reunions, Weddings, Conferences, etc. Call the lodge for reservations.

**EAST COVE PARK:** The East Cove Park, located near the East Cove Conference Building, is a part of Mountain Harbor Resort. When the Park is not reserved for other functions Harbor East Owners may use the facility. PLEASE call Mountain Harbor Lodge before using the park to make sure that it is not reserved. If you use the park PLEASE clean up after you are finished.

**JOPLIN VOLUNTEER FIRE DEPARTMENT:** The volunteer fire department is maintained for the protection of both the residential and forest areas. It has dependable equipment and trained local volunteers available for immediate fire and medical response (First Responders). The department is dependent upon voluntary contributions.

## MONTHLY POA FEES

Monthly POA dues are based on the percentage of ownership as described in the Harbor East Amended, Restated and Substituted Declaration of the Master Deed. [The Board of Directors may adjust dues at any time based on the associations needs.](#)

Unit owners are billed at the first of each month for the POA dues. The Harbor East POA has an automatic bank draft for POA dues. If you wish to pay by bank draft, please contact the POA office for the form. The Harbor East POA Newsletter is sent with the monthly statement. Since the POA operates on a budget, keeping your dues current allows our POA to operate efficiently. A monthly late fee of \$25.00 is applied to delinquent accounts each month. When an account is delinquent for a second consecutive month, the POA will shut off water to the unit involved then a re-connect fee of \$50.00 will be billed and a two (2) percent surcharge will be billed on the account balance until payment in full is received. After the account is brought current, water will be turned on only during regular office hours. Should it be necessary to initiate court proceedings a \$100.00 administration fee will be charged the next billing cycle after papers are filed. This fee is in addition to court costs and attorney fees.

## UNITS ON THE RENTAL LINE

Owners have the option of [putting their unit on a rental line. Members desiring to rent their Unit must abide by the regulations stated in Article X section 10.02 of the Harbor East By-Laws and Master Deed. This includes but is not limited to submission of Lease Agreement to the Board and a surcharge paid to the POA on revenues received.](#) Renters, guests and owners are to follow all rules and regulations of the Harbor East POA (such as: speed limit, quiet hours, parking, etc.). Please notify the POA office if you decide to put your unit on [a rental line.](#) If an owner places [a](#) unit on the rental line, the owner is responsible for any damage to common property caused by renters or guests of the owner. If a renter or guest damages common property, the unit owner will be billed accordingly for the repair.

There is a surcharge on the revenue generated by all rental units.

## SERVICES YOUR POA DUES PROVIDE

**INSURANCE:** See Article VI section 6.01 page 15 of the By-Laws for insurance details and Article IV section 4.06 page 20 of the Master Deed for the definition of “Unit”. The POA maintains insurance on the buildings, grounds, POA employee workers compensation and building termite policy. The insurance on the buildings is written on the basis of all risk replacement cost coverage for both the common element and the unit. This insurance is not intended to provide all of the insurance coverage that the unit owner will need. The insurance provided by the POA will not cover any personal property that is not owned by the POA

Please review the Owner Responsibility/Rules & Regulations and Harbor East Common & Owner Element sections of this Handbook for further information.

**\*\*\*PLEASE CONTACT YOUR INSURANCE AGENT FOR NEEDED OWNER COVERAGE\*\*\***

**SECURITY:** The POA pays for security patrols, which are provided by Mountain Harbor Resort. The security truck drives through the property several times a night. Should security be called to respond to a disturbance at a unit, the owner will be billed by the POA for the cost involved. All owners should notify security if any suspicious activity is noted as part of our “neighborhood watch.” Security and emergency telephone numbers are listed on the attached directory sheet.

**POOLS–TENNIS COURTS:** Two pools, one near the East Cove Building in Phase II and one in Phase III on Vista Drive, two tennis courts, one multi-purpose court are available for the use of you and your guests.

**WATER:** The City of Mount Ida supplies and the POA pays for the water for the entire development. The POA provides all maintenance on hydrants and fresh water lines from the master meter to the individual units.

**TRASH:** Pickup of bagged household trash is provided by the POA on Monday and Friday. Bagged trash must be placed inside the trash bins. Please do not place class four items (old grills, lawn furniture, carpet scrapes, wood items etc.) inside or outside the bins. These items must be separated from household trash. Arrangements can be made to pick up larger trash items by calling the POA office.

**WASTEWATER:** The POA maintains a treatment plant located behind the POA office. There are fifteen (15) lift stations throughout the property that carry wastewater to the treatment plant. Mounted on all lift stations is a red alarm light to notify of a mechanical failure. If you notice an alarm light flashing, PLEASE call the POA office or call Mountain Harbor Security at 501-622-8247 or 8501-622-8424.

**ROADS AND GROUNDS:** The POA maintains all the roads, culverts, ditches and parking areas, as well as the grounds, which includes grass, shrubs, trees, and landscaping, rip-rap, and flower beds.

**TERMITE POLICY:** The POA maintains the termite policy. McCauley Services comes out each year to inspect for termites.

Association rules and regulations are designed to help maintain property values and community enjoyment. Owners and their guests shall abide by the community rules and regulations and owner responsibilities.

**ALTERATIONS AND IMPROVEMENTS:** For details see the Master Deed, page 40 Article VII. Any owner wishing to make alterations or improvements that exceed \$1,000, must have prior written approval of the Board of Directors.

**LICENSE FOR REAR DECK IMPROVEMENTS:** See the Master Deed page 23 Article IV section 4.08 for details. Front and rear decks are part of the limited common property. A unit owner may apply to the Board of Directors for a license to add improvements to their rear deck. All improvements are the financial responsibility of the unit owner for the expense of installing, operating, repairing, replacing or removing. Any improvement made without prior written approval from the Board of Directors will be removed at the unit owner's expense.

**CHIMNEY INSPECTION AND CLEANING:** This is a mandatory program conducted by the POA on an annual basis; this takes place in the spring. Unit owners are billed for this cost by the POA.

**SAFETY:** Inspect regularly and provide preventative maintenance on items that may cause damage to your unit, other units or common element. Familiarize yourself with and check water supply lines to ice makers, wet bars, washing machines, sinks, water heaters and commodes on a regular basis. You may want to post a checklist on the refrigerator for reference just before you or your guests leave. A sample checklist is provided on page 15 of the handbook. Please remember that you are financially responsible for damage to common element or other owner's property.

**RENTAL UNITS:** If an owner places the unit on [a](#) rental line, the owner is responsible for any damage to the common property caused by renters. [A surcharge](#) is paid to the POA in order to defray the additional costs because of rental activity.

**SERVICE PEOPLE:** The POA office has a list of local service people in the area. Please call the office for a list of names and phone numbers. Office hours are Tuesday – Friday 8:00–4:00 PM and Saturday 9:00–2:00 PM. Contact the POA office to approve any service person to pick up your unit key.

- Call a repairperson immediately if a faucet is dripping or a commode running. If you feel or see water on a supply line, icemaker or heat and air unit, it may not be operating properly.
- Contact your heat and air service company to schedule automatic yearly maintenance service on your heat and air unit making certain the overflow lines and drain pans are cleaned out. Keep the filters clean.

**WINTERIZATION OF UNIT:** During winter maintain a 55° thermostat setting and open cabinet doors under sinks to help prevent pipes from freezing. Do not leave the water dripping. ALWAYS disconnect outside water hoses from faucets to prevent freeze damage. Store the hose to prevent unauthorized use and loss.

**WATER:** It is highly recommended that you turn the water supply off each time you leave your unit for an extended period of time.

**DAMAGE/ WATER DAMAGE:** The owner is responsible for repair of damage or water damage caused by water escaping from the plumbing systems or appliances of his or her unit. This includes damage to the property of others or to common property.

**DECKS:**

1. Front and back decks should be kept free of unnecessary debris. Leaves and pine needles should be swept away regularly.
2. All charcoal grills and deep fryers used on the condominium decks must have a metal ash pan with adequate gravel in it.
3. Fireplace and grill ashes must be soaked in water before placing them in the brown "ASHES ONLY" bins you will find around property.
4. Used grease from deep fryers should be placed in a sealed container when cooled and disposed of properly. DO NOT POUR DOWN UNIT DRAINS OR DISPOSED OF OFF THE DECK OR DOWN THE DRAIN, THIS CLOGGS UP THE LIFT STATIONS.
5. Throwing or disposing of anything off the back deck is prohibited.
6. Firewood must be stored on firewood racks.
7. Storage of wood items or fuel is prohibited under or against buildings.

**Maintenance:**

1. Deck shall be maintained in a clean condition.
2. Deck may not contain personal property that may harm the deck or its appearance by its presence.
3. No portion of the deck may be painted or stained.
4. The POA must have access to the deck for inspection.
5. Contact the POA office if your front porch light is not working.

**KEYS:**

1. Under Section 5.05 of the Master Deed the POA must have access to units to inspect attics for roof leaks, water leaks, etc. Owners who lock the outside access door to crawl spaces, which is common property, under units must supply the POA office with a key to permit easy access for the annual termite inspection or in the event of an emergency. This also applies to units with bonus rooms that must be accessed to enter the area under the buildings. If your hot water heater or electrical panel is in a locked closet, you are required to provide the POA office with a key to allow access in the event of an emergency, maintenance, and repair.
2. Keys are kept in a locked key box in the POA office. Keys will NOT be given out to family, friends or service persons unless the unit owner calls the office and gives permission to give out the key. These keys must be checked out during office hours, Tuesday – Friday 8:00–4:00 PM and Saturday 9:00–2:00 PM.

**RIGHT OF ENTRY:** Under Section 5.06 of the Master Deed the Association, it's Board of Directors, officers employees and authorized agents have an unlimited right of entry and easement in, upon, under and across the Common Elements and a limited right of entry and easement in, upon, under and across the interior of all Units for the purpose of conducting and discharging the Association's duties and responsibilities as deemed necessary.

**SECURING UNIT:** Owners are responsible for securing their property.

**SCREEN DOOR:** Screen doors are permitted so long as they are in harmony with the natural exterior.

**FRONT DOORS/GARAGE DOORS:** All doors/garage door replacement must match existing doors in the building and be painted in the same color code as the rest of the development. This is to maintain the uniformity. The paint may be purchased at the POA office.

**OUTDOOR LIGHTING:** The property is planned and maintained as a low-lighted area. Any outdoor lighting must be approved by the POA's Board.

**SUBDIVIDED UNITS:** Units may NOT be subdivided, e.g. may not make two units out of one.

**SATELLITE DISH:** A satellite dish 18" or smaller is allowed. Submit a written request and obtain written approval from the POA prior to installation. Before a satellite dish is installed, the installer must contact the POA office for appropriate location for the dish. Remember that no satellite dishes, marine antennas, etc. are to be installed through the shingles on the roof.

**PARKING:**

1. Most units are allocated two parking spaces in front of its building. Some buildings do not have two parking spaces available because of the terrain. Additional vehicles must be parked in the overflow parking areas.
2. You may install an owner parking sign. Submit a written request and obtain written approval from the POA prior to installation. All signs must be uniform and in designated parking places. Call the POA office for the phone number for the company to call to order your parking sign. Notify the POA office prior to purchasing and installing sign for design and location information.
3. Overflow Parking Areas are designated for temporary use. Temporary is defined as a vehicle and or trailer parked in overflow parking for seven (7) days or less. Long-term parking (over seven (7) days) of any kind is prohibited and subject to tow away and storage fee. Boats, boat trailers and excess vehicles must be parked temporarily in the Overflow Parking Areas and are prohibited in the signed areas to avoid blocking fire lanes. There are four Overflow Parking Areas located within the development: on the left side at the entrance to Peninsula Drive, the north end of Club House Drive and above the intersection of Vista Drive and Red Bird and to the right at the entrance of Blue Bird. All Overflow Parking areas are clearly marked.
4. No parking in the ditches or in front of fire hydrants.

**SPEED LIMIT:** The speed limit in the development is 20 MPH with a reduced speed on the curves and driveways.

**MOTORCYCLES:** Motorcycles and three and four wheelers MAY be ridden on established roads as a means of transportation. They should never be ridden off the paved roads and should not be ridden back and forth as recreation within the development. Speed limits shall be observed. Minimum usage is requested before 8:00 AM and after 10:30 PM.

**TRAILERS:** Boat or utility trailers are not to be parked overnight on the property except at the Overflow Parking Areas. There shall be no long-term parking of trailers on the property.

**MOTOR HOMES:** Motor homes – RV'S shall NOT be occupied or in operation in Harbor East and are to be parked in the Overflow Parking Areas.

**SIGNS:** Real estate signs or advertising signs of any kind are prohibited. Units may be advertised at the POA office.

**PETS:** Dog pens or dog runs are not allowed. All pets must be supervised when outside the unit and not allowed to roam unsupervised. Owners of pets shall not allow their pet to relieve itself on any paved area or front and back decks. Do not leave your pet on the rear deck when away, as they tend to bark and howl disturbing neighbors.

**POOLS & TENNIS COURTS:**

1. No lifeguard will be on duty at either pool. All swimmers and pool users use the facility at their own risk. Posted rules and regulations must be observed. ALWAYS close the pool gate behind you. A parent must accompany children under the age of fourteen (14) years. Keep a constant eye on children under your responsibility. It is recommended to never swim alone. Swimming pools are reserved for the use of Harbor East Property owners and their guests only. Hours are 9:00 AM to 11:00 PM. No food is allowed in the pool area. Drinks must be in unbreakable containers. Pets are not allowed inside the fenced area of the pool. Please help keep the pool areas clean and free from trash.
2. Tennis courts are only to be used for playing tennis. Hard sole shoes, skates, roller blades, skateboards and furniture are NOT allowed. Pulling on, jumping over or crawling under the net is prohibited. Breakable containers are prohibited within the fenced area on the courts. Please help keep the areas clean by picking up and throwing away trash.

**NOISE:**

1. Quiet hours are from 10:30 PM – 8:00 AM. All noise should be kept at a minimum inside and outside the buildings.
2. Please be considerate of others. Wind chimes, barking dogs, loud gatherings, stomping or running through the upstairs units, parking in front of the stairways etc. may be disturbing to your neighbors. Please observe our quiet hours and parking space limits.

**FIREWORKS/FIRARMS:**

1. The discharge of firearms, air guns, BB guns and fireworks is strictly prohibited.
2. Hunting is NOT permitted in Harbor East.

**WINDOWS AND SKYLIGHTS:** All windows and skylights belong to the unit and are the responsibility of the unit owner.

The Board may find it necessary to modify, amend or supplement these rules and regulations and responsibilities. The membership will be notified of changes.

It is desirable that it be understood what portion of the building is common property and what is the owners unit. The attached drawings are for reference as to what constitutes condominium common and owner (unit) element. These were developed from the Harbor East Master Deed with the assistance of an architect and attorney. Please review the Master Deed for additional detailed information of these definitions.

“Unit” as used here means an enclosed space consisting of one or more rooms occupying all or part of one or more floors in buildings of one or more floors or stories, as shown on the Plat; provided, always, that such unit has direct exit to a thoroughfare or to a common element leading to a thoroughfare.

The unit boundaries as described are a part of the Unit. The lower vertical boundary of each unit is a horizontal plane (or planes) the elevation of which coincides with the surface of the unfinished subfloors thereof and the upper vertical boundary is a plane (or planes) the elevation of which coincides with the elevation of the lower edge or bottom of the ceiling joists. The lateral or perimetrical boundaries of each Unit are the exterior surfaces of the interior perimeter or main walls, including the gypsum wall boards, dry-wall or other materials covering the wall studs and including the windows, doors, skylights and all glass surfaces or portions thereof and the vertical planes coincidental with the exterior surfaces of the interior perimeter or main walls thereof to intersect the upper and lower vertical boundaries thereof and to intersect the other lateral or perimetrical boundaries of the unit.

The drywall, gypsum board or other materials covering the wall studs, headers and other structural components of load bearing walls situated within the inside boundaries of a Unit are part of the Unit.

The wall studs, headers and other structural components of load bearing walls situated within the inside boundaries of a Unit are not part of the Unit but are instead a part of the limited common elements intended to serve that Unit and any other Unit or part of a building support thereby.

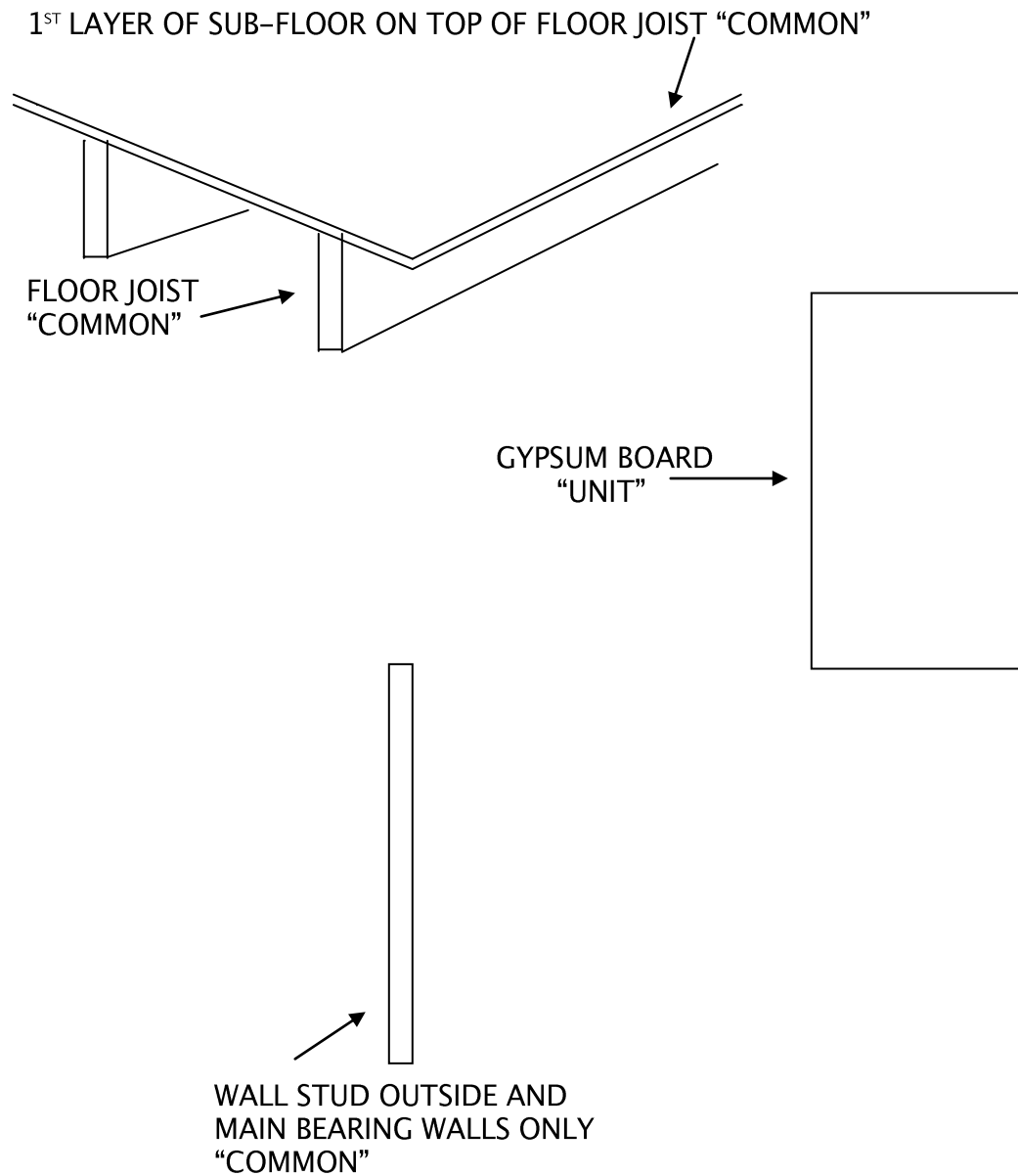
Mechanical equipment, appliances, fixtures and appurtenances designed to serve only one designated Unit though not necessarily totally or actually situated within the boundaries of the Unit, including but not limited to, such items as furnaces, air conditioning units, heat pumps, other appliances, fireplaces and chimneys, hot water heaters and heat and air ducts are a part of the Unit. Likewise the plumbing, electrical, water and sewer lines, conduits and systems from the point that such service enters a Building to the Unit shall be part of the Unit.

No owner shall make structural changes to any unit.

The first construction material placed on top of the floor joist is common. All other sub-floor is part of the unit.

| The front porch light fixture and sensor is considered a part of the unit.

For additional information refer to the attached drawings.



10 (4/05)  
OWNER/ CONTRACTOR  
GUIDELINES

The Harbor East POA Board of Directors must approve all work on common property, any unit change that is visible from outside of the building or any structural changes to the unit.

## 1. UNIT OWNERS ARE RESPONSIBLE:

- Owners must notify the POA office when a contractor is hired to work on a unit [and the cost exceeds \\$1,000](#). This is necessary so that your POA can maintain security.
- A request for work permit is required for remodeling [that exceeds \\$1,000](#). A work permit request is included on page 13 of this handbook. This may be submitted to the POA office by mail, phone or fax thirty days prior to the start of the work.
- The owner must inform the contractor that he must obtain a permit to work from the POA office, which will be issued based on the information furnished by the unit owner.
- The owner must inform the contractor they are to follow the rules and regulation of the POA.
- Unit owners are responsible for any damage to common property as a result of any contractor failing to follow the POA rules and regulations. This cost will be posted to the unit owner's account.
- The POA management needs to be aware of who is working on our units and what they are authorized to do.
- The Property Manager must inspect any renovations that involve common property. This includes, but is not limited to, electrical, plumbing, sheetrock, windows and doors.
- Exterior doors, windows and skylights are the owner's responsibility but affect the exterior or common element of the building; therefore the POA office must have prior notice of any alterations.

## 2. CONTRACTORS RESPONSIBILITY:

- Contractors are responsible to come by the POA office and obtain the permit to work.
- Contractors are responsible to follow all POA rules and regulations.
- Work hours are between 8:00-5:00 PM Monday thru Friday. No work is done on weekends and holidays, [unless prior arrangements have been made with the POA office.](#)
- Keys may be checked out and returned to the POA office daily with the owner's permission. No keys are left out over night.
- All electrical and plumbing must be done by [a knowledgeable service person](#).
- The contractors must haul off all waste material daily. No construction material is to be left outside of unit over night or in the trash bins.
- Water heaters in the interior of a unit must be placed in drip pans and have the T/P valves and drip pans hard plumbed with copper and drain to the exterior of the building. All old water heaters must be removed from property.
- Water heaters in the crawl space below the buildings must be placed on a concrete pad or on blocks, the T/P valves hard plumbed with copper, by a licensed plumber, and drain to the exterior of the building.

All drain lines must exit to the exterior of the building, (i.e. water heaters, ice makers, A/C condensation line, etc).

13 (4/05)

### HARBOR EAST PROPERTY OWNERS ASSOCIATION REQUEST FOR APPROVAL OF A WORK PERMIT FOR REMODELING

Owner Name \_\_\_\_\_ Date Submitted \_\_\_\_\_

Unit Number\_\_\_\_\_

Street Address \_\_\_\_\_

Work Phone\_\_\_\_\_ Home Phone \_\_\_\_\_

Name of Contractor \_\_\_\_\_

Contractor Contact Phone No \_\_\_\_\_

Description of work to be done:

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1. Please have your contractor come by the POA office to inform the office they are working on property.
2. Work may be done 8:00 am – 5:00 pm Monday through Friday, not on weekends when neighbors will be disturbed.
3. Requests from an owner with delinquent assessment accounts will not be accepted until the account is brought current.
4. Once approved, construction must be completed within the approved construction time and must be done in a way that does not unreasonably interfere with neighboring properties.
5. Contractor has the responsibility to remove any debris resulting from construction daily. **Debris may not be placed in the POA trash bin. Owner will be billed if debris is not removed.**
6. All plumbing and electrical work must be done by a licensed plumber or electrician.
7. Utility areas are to be located prior to starting. The POA will assist in location of water and sewer lines. Owner is responsible for contacting electric, cable and phone companies for location of lines. Please note owner will be financially responsible if cables or conduits are severed.

Completion time from start to finish\_\_\_\_\_

Owner signature \_\_\_\_\_Date\_\_\_\_\_

POA USE ONLY

Date submitted to POA \_\_\_\_\_

Date approved \_\_\_\_\_

Date notified owner \_\_\_\_\_

Other:

14 (4/05)

WHOSE RESPONSIBILITY IS IT?	POA	OWNER
<i>GARAGE DOORS</i>		*
<i>DOOR BELLS</i>		*
<i>KEEPING FRONT DECK CLEAR OF DEBIRS</i>		*

FRONT DECKS-repair	*	
FRONT DECK LIGHTS, LIGHT FIXTURE & SENSOR <i>NOTIFY THE OFFICE IS IF THE SENSOR IS OUT/Owner may get bug lights at the POA</i>		*
BACK DECKS	*	
BACK DECK STORAGE ROOM & DOOR		*
BACK DECK LIGHT FIXTURE & LIGHT		*
ALL UNIT CABINETS		*
ALL DOORS		*
ALL APPLIANCES		*
CHIMNEY & FIREPLACE		*
HEAT & AIR UNITS		*
CHIMNEY CAPS	*	
FIREPLACE BLOWER		*
WINDOWS & SKYLIGHTS		*
TRASH BINS	*	
OWNER PARKING SIGNS		*
UNIT ADDRESS SIGNS	*	
ALL INSULATION, TURBINS	*	
INTERIOR DAMAGE TO UNIT BY WILDLIFE		*
DAMAGE TO SIDING CAUSED BY WILDLIFE	*	
DRYER VENTS INSIDE		*
DRYER VENTS OUTSIDE COVERS	*	
PLUMBING TO SHUTOFF VALVE	*	
PLUMBING FROM SHUTOFF VALVE TO UNIT/FIXTURES		*

15 (4/05)

~~~~ UNIT CHECK SHEET ~~~~~

Kitchen

Oven and stove turned off

Refrigerator closed

Icemaker shut off

#### Utility Room

Water to washing machine off

Dryer off

Inspect hot water heater

#### Decks

Clear off inside items

Grill completely extinguished

Gas grill turned off

Sweep off decks

#### General

Close windows

Adjust thermostat

Clean or replace A/C filter

Sink cabinets open - winter

Inspect by feeling water supply lines

All faucets off - not dripping

Ceiling fans turned off

Wet bar icemaker turned off

Back doors locked

Disconnect water hoses from faucets

Lights turned off

Turn water to unit off

Call for repair and turn water to unit off immediately if faucets are dripping, commode running, if you feel or see water on a supply line, ice maker or heat and air unit is not operating properly.

16 (4/05)  
MONTGOMERY COUNTY  
ARKANSAS  
"THE NATURAL STATE"

Mount Ida is centered in the geographic center of the county with a population of 981 and is the County Seat. Countywide population is about 8,700. Although considered part of Mount Ida,

Harbor East is located 15 miles East of Mount Ida in Joplin. From Harbor East, distances to other areas, towns and cities:

|               |     |             |     |             |     |
|---------------|-----|-------------|-----|-------------|-----|
| MENA          | 53  | GLENWOOD    | 37  | LITTLE ROCK | 80  |
| DEQUEEN       | 93  | HOT SPRINGS | 21  | FT SMITH    | 104 |
| ARKADELPHIA   | 40  | DALLAS      | 263 | MEMPHIS     | 210 |
| OKLAHOMA CITY | 264 | SHREVEPORT  | 203 |             |     |

Montgomery County was part of the extensive hunting grounds of the ancient Ouachita Indians. In 1543 when DeSoto learned first hand of the fierce nature that won them the territory, the Caddo Indians dominated this portion of Western Arkansas. Settlers began to arrive in the early 1800's. Arkansas became a state in 1836 and the County was named and designated in 1842. Although Mount Ida is the original County Seat it previously held the names "Montgomery" and "Salem", having its present name since the 1850's.

Most of Montgomery County lies within the boundary of the Ouachita National Forest, the oldest and largest (1.5 million acre) national forest in the South. Forest products have a huge impact on the economy.

A 49,000-acre lake is a result of a Corps of Engineers project of the 1940's and 50's. It is one of the cleanest lakes in America (and hopefully will remain so), and its 670 miles of shoreline is a result of continuous series of coves and peninsulas created by damming a mountainous area. The lake is the US's second largest volume of water to be captured by an earthen dam. Since there are no homes allowed on the waterfront, visitors can quickly find solitude in an unoccupied cove or on a tree lined island. Lake Ouachita has created "love at first sight" for every lucky person that gazes upon her. Fishermen and women, Sailors, Ski and Jet Skiers, House-boaters, Scuba divers and Campers enjoy what she has to offer.

This is the undeniable "Quartz Crystal Capital of the World." Mount Ida has a Crystal Festival each October. A few other area activities include; canoeing, hiking trails, bike riding and back road touring. Charlton Camp Area and Hickory Nut Mountain Vista are a must to visit. Trail and back road maps as well as other information may be obtained from the Womble Ranger Station located in Mt Ida.

Count your blessings and don't waste another day to take advantage of the miraculous gifts of the area. You will soon see why this becomes a favorite destination for fun and relaxation.

## DIRECTORY

### HARBOR EAST SECURITY AND EMERGENCY NUMBERS

#### 911- For Local Emergency

|                                              |                 |              |
|----------------------------------------------|-----------------|--------------|
| FIRE                                         | 870-867-3151 OR | 870-867-9403 |
| MOUNTAIN HARBOR RESORT                       | 870-867-2191 OR | 870-867-1200 |
| SHERIFF'S DEPARTMENT - AMBULANCE - EMERGENCY |                 | 870-867-3151 |
| MOUNTAIN HARBOR NIGHT SECURITY NUMBERS       |                 | 501-622-8247 |
|                                              |                 | 501-622-8424 |

#### EMERGENCY NUMBERS

|                                           |  |              |
|-------------------------------------------|--|--------------|
| AMI HOSPITAL                              |  | 501-321-1000 |
| ST JOSEPH REGIONAL MEDICAL CENTER         |  | 501-662-1000 |
| ST JOSEPH - MT IDA LIFEMOBILE (AMBULANCE) |  | 870-867-4211 |
| ST JOSEPH - MT IDA CLINIC                 |  | 870-867-2175 |

|                                           |  |              |
|-------------------------------------------|--|--------------|
| SHERIFF OFFICE - AMBULANCE - EMERGENCIES  |  | 870-867-3151 |
| U.S. FOREST SERVICE - 24 HOUR FIRE NUMBER |  | 501-584-1000 |

|                        |  |              |
|------------------------|--|--------------|
| HARBOR EAST POA OFFICE |  | 870-867-3838 |
| HARBOR EAST POA FAX    |  | 870-867-6278 |
| CABLE COMPANY          |  | 877-423-2743 |
| ENTERGY                |  | 800-368-3749 |
| ALLTEL - NEW SERVICE   |  | 800-854-7549 |
| ALLTEL - REPAIR        |  | 800-632-7437 |
| THE BUG MAN            |  | 501-623-2223 |
| MOUNT IDA POST OFFICE  |  | 870-867-3875 |

Postal delivery service is not available to units. The U.S. Postal Service has provided Harbor East with locked boxes located in front of the POA office. They may be obtained by contacting the POA office. There is no charge unless you lose your keys. The Postal Service charges a minimal fee to change the lock and issue new keys.