

TAMARAC LAKE COLONY
BOARD OF DIRECTORS
Minutes of Regular Meeting
Thursday, May 24, 2018

Meeting called to order at 7:04 p.m. at 7102 Brookwood Blvd, Tamarac, FL 33321. Quorum established.

ATTENDEES

Lionel Nimmo, President
Lorraine Morales, Vice President
Art Church, Treasurer
Bing Wang, Director at Large
Nahum Simon, Director at Large
Raymond Moore, Director at Large
Eric Mauro, Property Manager, Recording Officer

ABSENTEES

Barry Harris, Secretary, excused

APPROVAL OF MINUTES

No meeting minutes were submitted for approval.

REPORTS

President

by Lionel Nimmo.

- A. Reserve Study Result Summary. Currently reserves are 19% funded. Residents should expect HOA fees to increase. Board is looking into various avenues to minimize fee increase.
- B. Gem Lawn bid for trimming hardwoods approved. Expect project to start in June.
- C. Gem Lawn given the following trimming guidelines:
 - a. All hedges surrounding the pool deck area should be trimmed to six (6) feet.
 - b. Hedges in front of units with privacy walls should be trimmed level with wall.
- D. Deadline to submit application for Neighbor Matching Grant program is May 25th, 2018. Application submission pending collection of three (3) vendor bids. Board will make best effort to complete application and submit on time.
 - a. Caryl Cantlay informed board that she has three bids to present to the board.
- E. Rules and Regulations Revision workshop for scheduled for June 7th. Attendance and input encouraged.
- F. Follow-up on director assignments:
 - a. Art – Interviewed two vendors to replace current vendor providing janitorial service to clubhouse. Although board has agreed to move on from current vendor, Pristine World Cleaners, termination letter will not be sent until replacement has been selected. Serafina (Eric) to enter contract price negotiations with the two interviewed vendors. Contract price not to exceed \$600.
 - b. Serafina (Eric) – Provided the following documents.
 - i. List of most frequent repair requests.
 - ii. List of homes with full and half gutters.

Vice-President

by Lorraine Morales

1. Need residents to volunteer to help improve the community. Listed all committees the board is looking to fill with volunteers. Nahum Simon had previously volunteered to chair the Parking Study committee if residents volunteer for the committee. Details for committee roles and responsibility can be found on the website.
 - a. Ewa Romanowicz, 7120 Canella, inquired about what protections that the Association can offer volunteers against residents that maybe disgruntled/aggressive towards them as a result of carrying out their roles and responsibilities as a committee member.
 - i. Serafina and board informed Ms. Romanowicz that committee members are only making recommendations to the Association. The board makes the final decision, and therefore,

any legal actions would be directed to and handled by the Association. Any other concern would be a civil problem, and law enforcement should be contacted if needed.

Treasurer

by Art Church

as of April 30, 2018

- A. Checking & Savings: \$1,107,237.05
- B. Total Assets: \$1,246,958.73
- C. Year-To-Date Reserve Contributions: \$39,359.36
- D. Total Reserves: \$986,471.84
- E. Total in Checking (as of May 24, 2018): 163,696.20
- F. One of the Association's CDs is maturing (\$207,934.14) on June 13th, 2018. The CD will not auto renew, and will remain in a standard saving's account. A decision for a financial vehicle needs to be made for these funds.
 - a. Serafina (Eric) will send the board an email about financial vehicles with competitive rates for their consideration.
- G. Delinquencies: ?

Issue Log

by Raymond Moore

- A. 21 issues opened, 11 acted on with last week, 8 closed, 12 outstanding greater than a month

Property Manager

by Eric Mauro

- A. Requested clarification on responsibility for painting interior facing side of exterior doors that are replaced by the Association.
 - Board informed Serafina (Eric) that responsibility is believed to be with homeowner.
- B. Informed the board that the unit owner responsible for one of the violations, an inoperable vehicle being stored in the unit's driveway, Serafina was managing has complied. Serafina recommended that board consider matter satisfied and not levy a fine.
 - Board agreed to proceed with the recommended actions.
- C. Informed the board that a couple of street signs had been replaced in the community at a cost of approximately \$300 each. Also noted that there are several no parking signs that need to be replaced as well. Expected cost for no parking signs is \$200. Recommended the board include street sign replacement in next year's budget.
 - Chair requested that Serafina prepare an estimate for replacing all the relevant signs in the community. Estimate to be presented at next board meeting. (41:18)
- D. Reported that Serafina is cleaning unit gutters as requests are received from residents.

APPROVALS

Motion by Nahum, seconded by Raymond to approve roof repair estimate from Delvin for 7055 Malberry. Unanimous approval. MC. Proposal #'s NA.

Motion by Nahum, seconded by Raymond to approve roof repair estimate from Delvin for 7057 Marlberry. Unanimous approval. MC. Proposal #'s NA.

Motion by Nahum, seconded by Art to approve garage door replacement estimate from Active Garage Door Inc. for 7139 Wistera. Unanimous approval. MC. Proposal #'s NA.

Motion by Art, seconded by Nahum to approve front door replacement estimate from Koke Remodeling, LLC. for 7002 Nandina, 7066 Lantana and 7114 Carissa (to standard). Unanimous approval. MC. Proposal #'s NA.

Serafina recommended that Board set a standard for plain (steel) code-compliment (storm-impact) front door replacements. Bing recommended that board only approve estimates for door replacements that meet this newly set standard, but offer unit owner's credit if they wish to install a different door. Board decided that no credit will be given an all door replacements must meet this new standard.

Motion by Art, seconded by Nahum to approve fascia and trim repairs from Koke Remodeling, LLC. for 7120 Canella and 7130 Canella. Unanimous approval. MC. Proposal #'s NA.

COMMITTEE REPORTS

Landscape

by Caryl Cantlay.

- A. Fishtail palms project has been completed except for the sizable amount of dead wood. Gem Lawn has committed to removing these dead wood deposit once the hardwood trimming bid has been approved and project is underway.
- B. Three bids. Recommends bid submitted by Norman Tozzi Lawn Service. Considered the most practical of the three, the bid recommends cleaning out bad plant material and replace with low growing plants with adequate spacing to avoid nutrition issues due to the concertation of roots in that area. Open space to be beautified with mulch.
 - Chair informed attendees that the City of Tamarac will decide on which bid to approve.
- C. Caryl agreed to continue as chair of this committee.

UNFINISHED BUSINESS

Paperback copies of `The Law of Florida Homeowners Associations` Eleventh Edition (2017-2018) were distributed to all directors for continued education.

Review of the Board of Directors Expectations Outline. Nahum recommended amending the document to explicit state that the President become the first signator of checks in the absence of the Treasurer. Nahum, objected to discussing delinquent accounts in an open board meeting. Chair clarified that delinquent accounts would only be addressed as a collective. Document adopted by the board as corrected.

Review of the Board of Directors Conduct Policy. No objections voiced. Nahum pointed out a grammatical error. Document adopted by the board as correct.

Acknowledgement of Recording document. Bing Art, Barry need to provide signed document to Lorraine.

Lionel to present corrected Expectations Outline and Conduct Policy forms at next board meeting where acknowledgement form for these documents will be signed.

Chair inquired to the board if they required any additional information before deciding on Gem Lawn's root pruning and tree removal bid. Serafina (Eric) advised that tree replacement and city inspection costs be consider before moving forward. Serafina (Eric) to work with Sal from Gem Lawn to create an estimate on supplementary costs. Further discussion tabled until information is provided next board meeting.

Motion by Art, seconded by Nahum to approve pressuring cleaning estimate from Koke Remodeling, LLC. for all roofs in the community. Unanimous approval. MC. Proposal #'s NA.

- Lorraine requested that the vendor provide a unit/street schedule before work commences so that residents can be informed with adequate time to prepare.

Clubhouse rental fee discussion tabled. For the meantime, the clubhouse will remain available to all residents for at no charge.

Motion by Nahum, seconded by Raymond to establish a system of evaluation for vendors contracted by the Association for matters relating to the maintenance and improvement of the community utilizing criteria and guidelines documents. Unanimous approval. MC.

- Lorraine expressed concerns about follow-thru, and urged that all directors make it a priority. Also thinks schedule of vendor contract renewals. Raymond volunteered to track contract schedules and work with Serafina to ensure contracts are renewed, modified or terminated as needed.

Violations committee recommended that board levy a fine of \$50 a day against unit owner who does not reside in their unit and has been utilizing their unit as a bed and breakfast. Concerns about burden of proof and ability of the Association to seek legal action resulted in issue being tabled until Association attorney is consulted.

NEW BUSINESS

Chair explained some options which the board is considering to help mitigate increase in monthly HOA fees, including but not limited to, changing from straight-line reserves to pooled reserves and the shift of fiscal responsibility for certain items.

GOOD & WELFARE

- A. Veronica Casper, 7130 Canella, reported that her unit and 7128 Canella have roof problems.
 - Serafina informed that Ms. Casper that they are collecting bids for 7130 Canella, and that they are aware of the issue at 7128 Canella and clarified that it is a siding not roof issue.

- B. Veronica Casper, 7130 Canella, inquired about who is responsible for repairing or replacing damaged exterior sliding doors.
 - Informed Ms. Casper that repairing or replacing a damaged exterior sliding door is currently the Association’s responsibility unless damage was result to owner negligence.
- C. Jeanne Singer, 7230 Solandra, reported that lighting at the main entrance is not working and requested that lighting be added to university entrance.
 - Informed Ms. Singer that lighting should be addressed with the beautification project. In meantime Serafina to check if bulbs and change them if they are bad.
- D. Ewa Romanowicz, 7120 Canella, questioned why the reserve study quoted impact resistant windows.
 - Informed Ms. Romanowicz that city code requires replacement doors and windows be impact resistant.
- E. Elly Brodsky, 7009 Marlberry, wanted confirmation that it was her responsibility to paint the inside of an external door that the Association recently replaced.
 - Board confirmed that responsibility for painting the inside of the door lied with Ms. Brodsky.
- F. Ray Ruggiere, 7123 Mimosa, questioned why budget for door repair and replacement is now being taken from the reserves instead of maintenance (operating budget).
 - This question lead to open discussion amongst residents and board about ways to reduce or avoid increase in monthly HOA fees. Chair cut conversation after approximately five (5) minutes and promised to have a dedicated workshop to brainstorm this issue with residents.
- G. Caryl Cantlay, 7260 Solandra, expressed gratitude for the job done by paving company and reminded that Neighborhood Grant Match application needed to be submitted to City of Tamarac.
- H. Veronica Casper, 7130 Canella, inquired about the number of delinquent accounts.
 - Informed Ms. Casper, although the Association in the process of placing liens on some units and accepted payment plans from others, the majority of the community is in good standing.
- I. Susan De Pasquale, 7064 Lantana, expressed concern that the Association has too many responsibilities that should be owner responsibilities.
- J. Ewa Romanowicz, 7120 Canella, stated that she checked with the city of Tamarac and they confirmed that repairs to the sidewalks on Brookwood Blvd. are the city’s responsibility and should not be considered in the reserve study. Also stated that the city of Tamarac should be responsible for cleaning the lakes.
 - Requested that Ms. Romanowicz provide the board with documents supporting her statements so that the board can follow up with the city.

Motion by Nahum, seconded by Art to adjourn the meeting. Unanimous approval. MC. Meeting adjourned at 8:44pm.

Certification:

I certify that the foregoing is a true and correct copy of the minutes.

Dated: ____/____/_____

Secretary

Signature

Print Name

Approval:

I certify that the foregoing minutes were approved by the Board of Directors.

Dated: ____/____/_____

Chair

Signature

Print Name