

TAMARAC LAKE COLONY
BOARD OF DIRECTORS
Minutes of Regular Meeting
Thursday, October 15, 2020

Meeting called to order at 7:01 p.m. Virtual meeting due to COVID 19 pandemic. Quorum established.

ATTENDEES

Sue De Pasquale, President
Steve McKenna, Treasurer
Carol Gagnon, Secretary
Ramiro Chambers, Director at Large
Raymond Moore, Director at Large
Denise Watson, Property Manager, Property Keepers

ABSENTEES

None

Verification of publication of notice by email, on website, posted at the clubhouse and sign board to all homeowners.

PRESIDENTS REPORT

- The next regular board meeting will be held November 19, 2020.
- Depending on how the COVID 19 situation turns out in the future may try to do in person meetings again.
- The pool and spa area will remain closed due to COVID 19
- New Owners:
 - Hallie Cohen and Andre Guionnaud 7146 Brookwood
 - Travis and Sameeka Hollis 7020 Nandina
 - Achaziel Charlot and Diana Miranda 7111 Mimosa
 - Frank Tsnag and Melbeth Borkowicz 7058 Lantana

TREASURERS REPORT

- No banking information to report due to the property management switch over.
- New bank cards were signed for Center State Bank which replaces the BBT accounts.
- Monthly maintenance fee booklets will be distributed on January 1st.
- November and December payments need to be mailed to the property manager or set up ACH account withdrawals with Center State Bank.
- Homeowners are responsible for canceling their ACH account withdrawals by BBT.
- Budget workshop will be on October 22, 2020 at 4:30 pm with social distancing and virtual. Need to have more money for irrigation and are planning on clubhouse AC and pool fencing replacements. Pressure cleaning will be after hurricane season ends. Homeowners can send questions via email to be addressed at the meeting.

PROPERTY MANAGERS REPORT

- Have a preliminary budget already created with accountant which will send to the board for review.
- **Approved Expenses Under \$250**
 - Gem Lawn fallen dead palm tree removal \$250
 - Cayson Electric replacement of pump switch for pool \$120
- **Completed Work Orders**
 - 7066 Lantana rotted fascia repairs
 - 7108 Carissa roof leak
 - 7043 Marlberry roof leak and fascia repairs
 - 7111 Mimosa roof leak and fascia repairs
- **Email Approved Board Items**
 - There were no items approved by email for this meeting.
- The Center State Bank account has been opened and checks are going into it.
- A letter has been written for all homeowners about the change in monthly maintenance payments and what to do. Following the board suggested updates, and after a final review, it will be sent out to all homeowners.
- **Pool Fencing Project**

- IPM only provided one bid for the project and fencing did not have pickets on top of fence to prevent climbing over issues.
- The differences in the linear feet from all fencing company bids are due to being estimates.
- Suggest having locksmith to do the gate locks and bring them up to code (gates can be open from the pool deck side without a key). Can have locks made to fit current key.
- Add protective plate to the gate lock to prevent people from using objects to pry open gate.
- Including a section of fencing by the garbage and recycling bin storage area to prevent people from climbing over wall and entering pool area. Also including mesh on gate to prevent reaching over and opening gate.
- Have Gem Lawn remove and reinstall city required hedge while also marking sprinkler lines as there is no coverage for line damage from the fencing companies.
- **Signage**
 - Fast Signs bid from IPM did not include the removal of the existing signs so need to get proposal for that.
 - The sign designs are almost complete.
- **Clubhouse AC Replacement**
 - Have 3 bids from IPM and 2 from Property Keepers.
 - Questions on bids include: need to attic fan ventilation unit/not in all bids, no brand listed on one bid for new units, had thermostats recently replaced so don't need new ones, don't need UV light in unit, reroute condensate lines as that has been issue in past, replacing all ductwork along with the units.
- Noticed may have pest control issue at clubhouse. Currently do not have pest control contract for that service.
- **Irrigation**
 - Reviewed estimates from last January to September that have not been approved and looks like there are wet checks and estimates from prior months and separate estimates zones under one clock.
 - Need to have a list created of current equipment, clocks and zones so can understand repairs from Gem Lawn.
 - There are several zones that are not working and valves that need replacement.
 - Need to set up an open meeting with Gem Lawn to start over and discuss repairs needed.
- **Approved Repairs**
 - Devlin working on 8 repairs that will hopefully be closed next week.
- **New Work Orders**
 - 7261 Papaya lawn issue, met with Gem Lawn for sprinkler addition
 - 7122 Canella window leak to be looked at by AMC Windows
 - 7023 Marlberry exterior paint issue will check with attorney to see who responsible for touch ups beyond all community paint schedule
 - 7009 Marlberry roof leak to be looked at by Devlin
 - 7009 Marlberry door repair wants to remove door and have a solid wall instead. Door was a specialty item put in by original homeowner so will not be changing style versus other units. Need to have ARC form submitted by homeowner.
- **Violations**
 - 5 violations sent 10/9/2020 with no current response by homeowner
 - 7161 Wisteria gutter issue
 - 7165 Wisteria gutter issue
 - 7018 Nandina yard signs
 - 7142 Brookwood unapproved modification
 - 7031 Marlberry guest did not pick up after dog
- **ARC Forms**
 - No ARC forms for review or approval

UNFINISHED BUSINESS

- Have 3 invoices from PAM that were carried over as were not paid by Integrity. Total amount of invoices was \$2,459.

NEW BUSINESS

- No new business

COMMUNICATION COMITEE INFORMATION

- The BBT ACH cancellation form is on the website. The new Center State Bank ACH form will be posted also soon.

- For the replacement of the community clubhouse exterior sign have bids with 2 companies. Look into adding the full address to the sign and having the support poles also replaced in revised bids. Will provide the board with further information.
- Have a jack o lantern contest for the community with one entry per household for Halloween. Will create a flyer to post on mailboxes. Photos of entries need to be taken and will be posted on the website. Have two \$25 gift cards for winners.

GOOD and WELFARE

- Historic previously approved trellis repairs from last year need to be checked on.

ACTIONS TAKEN

Motion by Carol, seconded by Steve to waive the reading and approve the meeting minutes for the meetings on 8/20, 9/4 and 9/17/2020. All in favor. MC.

Motion by Steve, seconded by Ramiro to pay the outstanding invoices from PAM totaling \$2,459. All in favor. MC.

Motion by Carol, seconded by Steve to adjourn the meeting at 8:42 pm. All in favor MC.

ASSIGNMENTS

1. PROPERTY KEEPERS to send out preliminary budget to board before first budget workshop on October 22.
2. PROPERTY KEEPERS to send a letter about the change in monthly maintenance payments.
3. PROPERTY KEEPERS to get estimates for the pool fencing from ASAP and Power Fencing that include 2 gates, the gate mesh and the extra fencing section by the bin storage area and send to board via email for decision.
4. PROPERTY KEEPERS to get with Fast Signs for proposal to remove existing signs and send to board via email for approval.
5. PROPERTY KEEPERS to get the estimates for the clubhouse AC unit replacement with the same specifications: condensate line reroutes, new ductwork, attic fan repair and possible relocation of units from attic.
6. PROPERTY KEEPERS to get proposals for monthly maintenance for clubhouse AC units.
7. PROPERTY KEEPERS to get bids for pest control service at clubhouse.
8. PROPERTY KEEPERS to get equipment/clocks/zones list from Gem Lawn and set up a special open meeting to start over and go over everything that is needed.
9. PROPERTY KEEPERS to get with attorney about who responsible for touch ups beyond all community paint schedule
10. PROPERTY KEEPERS to check on prior approved trellis repair status.

Secretary Certification:

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

Date: ____/____/____

Print Name

Signature

Chair Approval:

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

Date: ____/____/____

Print Name

Signature