

TAMARAC LAKE COLONY  
BOARD OF DIRECTORS  
**Minutes of Regular Meeting**  
Thursday, November 19, 2020

Meeting called to order at 7:00 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**

- Originally had a budget meeting to also occur today but has been postponed as another mailing with all the information (new meeting date and voting information) needs to be sent to all homeowners.
- The next regular board meeting will be held December 17, 2020.
- The clubhouse, pool and spa area will remain closed due to COVID 19
- New Owners:
  - Jessica Manon Flaquer 7110 Carissa
- There was an issue with an alligator in the canal. Florida Fish and Wildlife trapped and removed it from the property.

**TREASURERS REPORT**

- Operating budget = \$180,648.20
- Reserves = \$1,665,460.10
- Total Monies = \$1,846,108.03
- Are still in the process of switching to Center State Bank. The phasing out of BBT accounts will be in January.

**PROPERTY MANAGERS REPORT**

- **Approved Expenses Under \$250**
  - None to report
- **Completed Work Orders**
  - 7155 Wisteria Way roof work completed 11/2/2020
- **Email Approved Board Items**
  - Repair of leaking windows at 7220 Primrose for \$560 by Robert Dougherty.
- **Roofing Repairs**
  - Devlin Roofing has issue in that has no office assistant currently and is trying to get all the open work orders completed plus office work. Property Keepers has no updated report from them and not sure how many open work orders there are. Will attempt to contact to get that information. All active leak issues will be worked on first. May need to find a backup roofer.
- **Pool Fencing Project**
  - Received two matching proposals from ASAP for \$25,554.54 and Power Fence for \$31,975.00.
  - Cost of permits and locks for the gate doors (to be done by Lock Doc) are not included in either bid
  - Will use same access key as everyone already has with guards on both gates to prevent opening without keys.
  - Gem Lawn will remove and reinstall city required hedge while also marking sprinkler lines as there is no coverage for line damage from the fencing companies and there will be irrigation line breaks during the fencing removal. Estimate # 1458 for \$2,500 to remove current hedge and mark sprinkler piping. Estimate #1459 for \$2,470 to replace hedge with Clusia shrubs that are 3-gallon size.

- **Signage**
  - Fast Signs has done most of the installation for the new street signs in the community. Property Keepers will do final check with them and collect good removed signs for storage at the clubhouse for emergency repairs.
  - Have two bids for two alligator/snake warning signs with installation from Testa Sign for \$331.70 and Fast Signs for \$403.32.
- **Pothole Repairs**
  - Had one bid for pothole repair on 7201 Primrose for \$350 from Robert Dougherty, \$650 minimum by Florida Asphalt, and \$550 minimum by Broward Concrete. When went looking around saw 4 more potholes with some on Nandina and Marlberry.
  - Will hold off on repair of the one pothole until get bids for all 5 from several companies.
- **Irrigation**
  - There is a main line break by the clubhouse that needs to be fixed that will help with zone 2 issues. Estimate #1367 for \$589 from Gem Lawn.
  - Still have major problem on Marlberry with irrigation.
  - Need to set up an open meeting with Gem Lawn to start over and discuss repairs needed. Will discuss flat fee monthly option for repairs and accuracy of the estimates provided versus the work done.
  - Gem Lawn was onsite last week doing a complete wet check to come up with a full report.
- **Approved Repairs**
  - Devlin working on roofing repairs.
- **New Work Orders**
  - Community mailbox wood structures have rotted wood/termite issues. Assigned to Devlin Roofing for damage inspections and Dead Bug Edwards and other companies for termite quotes.
  - 7140 Brookwood interior flooring assigned to Robert Dougherty
  - 7040 Nandina gutter replacement assigned to Complete Gutters
- **Violations**
  - Most residents have not responded to violations sent out.
  - Will do a walk around the backside of the homes against the shopping mall to check for additional gutter violations, check on all current ones on 11/20/2020 and issue second warnings if needed.
    - 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
    - 7128 Canella trash bin violation
    - 7130 Canella trash bin violation
    - 7148 Brookwood trash bin/bulk violation
    - 7211 Primrose trash bin violation
    - 7259 Papaya trash bin/bulk violation
    - 7060 Lantana unapproved occupant
    - 7239 Solandra gutter issue
    - 7245 Solandra gutter issue
- **ARC Forms**
  - 7159 Wisteria to install dirt and mulch against side of home for erosion issues.
  - 7120 Canella replace 2 sliding glass doors and 2 windows with Home Depot
- **Clubhouse AC Replacement**
  - Have three matching bids for the project all split systems
    - Quality Air \$10,961 Rudd Weather King 12 SEER system including permit fees
    - Nelson Air \$17,525 Rheem 14 SEER system not including permit fees
    - Costal Comfort \$11,895 Lennox 12 SEER system including permit fees

## UNFINISHED BUSINESS

- None.

## NEW BUSINESS

- No new business

## COMMUNICATION COMITEE INFORMATION

- For the replacement of the community clubhouse exterior sign have bids with 2 companies. Fast Signs metal sign with metal posts with same logo as on website \$9,371.92. Testa Signs PVC sign with PVC posts and name only \$2,541.40.
  - Get quote for metal sign and PVC sign with logo from Testa
  - Ask for wood sign quotes from both
  - Give Fast Signs a price point and see what can do
- Had a jack o lantern contest for the community with two entries only for Halloween. Both entrants will get \$25 gift cards.

## GOOD and WELFARE

- Need to find out if city will clean hazardous sidewalk conditions at the Brookwood and McNab entrance.

## ACTIONS TAKEN

**Motion** by Ramiro, seconded by Steve to waive the reading and approve the meeting minutes for the meeting on 10/15/2020. All in favor. MC.

**Motion** by Steve, seconded by Raymond to accept the pool fencing replacement bid from ASAP Fencing for \$25,554.54. All in favor. MC.

**Motion** by Steve, seconded by Raymond to accept the Gem Lawn bids for pool area hedge removal estimate #1458 for \$2,500 and replanting of Clusia 3-gallon shrub hedge estimate #1459 for \$2,470. All in favor. MC.

**Motion** by Raymond, seconded by Ramiro to accept the Testa Signs bid for alligator/snake warning signs with installation for \$331.70. All in favor. MC.

**Motion** by Steve, seconded by Ramiro to approve ARC form from 7120 Cannella for sliding glass door and window replacement. All in favor. MC.

**Motion** by Ramiro, seconded by Steve to approve Quality Air bid for \$10,961 for removal/replacement of AC at clubhouse pending confirmation that the permit fees are included in the price, if permit fees are not included in the Quality Air bid then approve the Costal Comfort bid for \$11,895 instead. All in favor. MC

**Motion** by Steve, seconded by Raymond to approve Gem Lawn bid for \$589 for estimate #1367 to repair main line break at clubhouse. All in favor. MC.

**Motion** by Raymond, seconded by Steve to adjourn the meeting at 8:50 pm. All in favor MC.

## ASSIGNMENTS

1. PROPERTY KEEPERS to get with Devlin Roofing to see how many open work orders still remain.
2. PROPERTY KEEPERS to do final walk around check with Fast Signs to review placement and quantity of new community street signs and collect good removed signs for storage in clubhouse for emergency replacement use.
3. PROPERTY KEEPERS to do a do a walk around the backside of the homes against the shopping mall to check for additional gutter violations, check on all current ones on 11/20/2020 and issue second warnings if needed.
4. PROPERTY KEEPERS to check with Quality Air to see if the permit fees are included in the bid price for the clubhouse AC removal/replacement.
5. PROPERTY KEEPERS check with the city to see if will clean sidewalk hazardous condition at Brookwood and McNab entrance.
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 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