

THE ESTATES OF TANGLEWOOD LAKES

HOA Meeting Minutes for February 2019

The Meeting of the Board of Directors was held on February 6, 2019 at Dunkin' Donuts. Notice of the Meeting was posted at the Association's entrance forty-eight hours prior to the Meeting. The following board members were present:

Jose Ockerman, Audrey Carballo, Harry Stevens, and Linda Elizalde.

The following guests were present:

Doreen and Clyde Small.

The following Miami Management representative was present:

Nelly Gordillo

I. Call to Order

Jose called the meeting to order at 7:10 pm.

II. Approval of Minutes

Harry moved both the December annual and regular meeting minutes be approved. Linda seconded. Motion carried and all the December meeting minutes were approved as read.

III. Treasurer's Report

Harry presented the following report for January:

As of 12/31 we had, in Banco Popular, \$112,912.17, in Checking, \$64,685.80 in savings, plus CD's of \$163,917.92 for total funds in Banco Popular of \$341,515.89. In We Florida Financial, we have \$71,943.81 in Savings and CD's of \$30,810.93 for total funds in WFF of \$102,754.74. We earned \$122.50 extra income, unexpected income of \$81.43 and \$0.00 in reimbursement income. We have accounts receivables over 4.5K which includes \$0.00 in legal fees, \$180.20 in unit repairs and violations of about 2.2K. The total amount for possible collection is about 2.4K.

We have one lot 52 on a payment plan and has not made a payment and should be in association foreclosure.

Year End Report

The current status of the association's finances appear to be very strong and the HOA will be able to complete the front entrance project with no special assessment and minimal impact on reserve accounts.

In analysis FY 2018 spending against budgeted monies, I find that we stayed somewhat close to budget although there were two areas of significant variances between budgeted and actual. The areas of variance are the security cameras and front entrance project with the largest attributed to the front entrance project. The overages were attributed to city planning issues and the entry system replacement. Figure 1 shows the budgeted versus actual for fiscal year 2017.

For the year we took in \$2,809.85 – interest, late fees, reimbursement, gate key and violation income more than budgeted and spent \$4,896.96 more than budgeted. This was a direct result of no side walk maintenance and continued collection of late fees and interest on late assessments. Reserve accounts earned \$1,120.69 in interest.

IV. Architectural Committee Report

There was no report submitted by the Architectural committee for this month.

V. Fines Committee Report

No hearings were scheduled for this month. There will be hearings in March.

VI. Old Business

a. **Entrance Project Update-** Harry tried contacting Jason. Harry sent Jason copies of all docs/plans and will follow up later on this week.

b. **Violations-** Nelly submitted some violations for roof cleaning & follow ups..

c. **Update of Review of Association Documents-**This item is tabled until the next HOA meeting.

d. **Irrigation-** done.

e. **Text messages & emails-VOLO Village-** Harry said company can send messages to 2 cell & 2 email addresses. Harry will create an introductory form letter with a temporary password for the homeowners/residents to opt in.

VII. New Business

a. **Deactivation of Entry devices –** A resident turned over 1 clocker to new owner but kept the others. Harry asked Nelly about deactivating remaining clickers in previous homeowner's possession. Nelly advised to deactivate since previous homeowner no longer resides in our community. Harry further informed board that the upgraded system can handle 6 clickers and 4 cards per unit (homeowner).

b. **Parking on the sidewalk –** Audrey spoke about people still parking straddling the sidewalk and the street. Now, it is both up and down 7th street.

c. **Warning signs-** Jose brought up the concern about whether or not we should post a sign warning residents of the possibility of alligators and/or other dangerous creatures. Harry stated that the homeowners property line ends where the lake begins and it is not the association's responsibility. Jose felt it was best to post a sign at the entrance out of an abundance of caution for our homeowners. We will research the wording of said sign.

d. **Maintenance @ Front Gate-** Change vendors Jose received a quote from a different vendor from the one we have now but there are some charges that he wants to get more information on. He will call vendor and get back with the board at a later time.

VIII. Open Forum

Audrey informed the board she no longer wants to function in the capacity of interim secretary. She has been filling the open position for the past year and feels it is time to either fill the position or hire someone to take the minutes and write them for publication. The board agreed and discussion ensued. The board is willing to pay someone for 3 hours work at the rate of \$15-\$18 per hour depending on previous experience. Audrey will draft a job description letter for the board to approve.

IX. Adjournment

With no further business to be discussed, Jose motioned to adjourn the meeting. Audrey seconded. Meeting was adjourned at 8:13 pm. Our next meeting will take place on March 6, 2019 at the Dunkin Donuts, 9901 Pines Blvd in Pembroke Pines.

Respectfully Submitted,
Audrey Carballo
Vice President/Interim Secretary
Estates of Tanglewood Lakes Homeowners Association