

THE ESTATES OF TANGLEWOOD LAKES

HOA Meeting Minutes for June 8, 2022

The Meeting of the Board of Directors was held on June 8, 2022, via zoom. 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 (Lot 071), Harry Stevens (Lot 072) and Audrey Carballo (Lot 024)

The following guests were present:

Cecile Stephenson (Lot 84) and Leonardo Murillo (Lot 7)

The following Miami Management representative was present:

Arleth Broderick, CAM.

I. Call to Order

Jose Ockerman called the meeting to order at 7:12 pm.

II. Approval of Minutes

Jose Ockerman motioned to have April and May 2022 minutes approved as amended with corrections and it was seconded by Audrey Carballo. Arleth requested to have April minutes signed promptly since she had to send to compliance officer for the shared sign removal.

April and May 2022 minutes were approved.

III. Treasurer's Report

Harry presented the following report:

As of 4/30 the account in Banco Popular has a balance of \$155,480.32, in Checking, \$209,982.95 in savings, plus CD's of \$165,843.94 for total funds in Banco Popular of \$531,307.21. We earned \$72.40 extra income, unexpected income of \$398.46 and \$0.00 in reimbursement income. We have accounts receivables over \$1.4 K which includes \$0.00 in legal fees, \$0.00 in unit repairs and violations of about \$1K. The total amount for collection is about \$470.

IV. Old Business

a. Delinquencies and Waiving of Fees:

Jose states that it was discussed extensively, and Harry affirms that they should have taken care of the open items discussed. Harry asks Arleth if she had time to audit delinquency report that had very few accounts. Arleth confirms that she removed the cents for Lot 76 and Lot 31, as promised in the May meeting.

Arleth states that she sent Lot 28 (9371 SW 8th Street) case to the attorney. The attorney replied that because the amount is due to a lien, the balance of the amount due is beyond the statute of limitations. The violation fine was dated March 13, 2009, which is over five years. As such, the Association must adjust the ledger and remove the violation interest and late charges to properly reflect the amount due to the Association. Harry questions that there was an outstanding violation from 2009 and Arleth confirms. She states it was for an oil on driveway fine. Harry states that the homeowner replaced and widened the driveway three years ago. Audrey also questions this item. Arleth states that it was on her delinquent list.

Jose says that it was from the prior leadership that he and Harry started in 2012-2013. Harry corrects him and says that they started on the Board right after Hurricane Wilma in 2005. Harry says that there was a change in management at that time. He goes on to state he doesn't remember seeing on the delinquency report as outstanding. Jose agrees that it should have it the report at some point. Harry says that it is a nonissue at this point since the attorney has requested to wipe it out.

Arleth states that she will remove interest and late fees.

b. Violations:

Arleth informs the letter for Lot 102 went out and expired on the 31st but the owner did submit an ARC for the violation to paint the house. Arleth questions if the ARC was to paint the house or something else. She will be double checking. Harry states that it was for the roof. Arleth agrees that the ARC was for the roof and not the paint. She will follow-up with the attorney for next steps since the owner has not submitted ARC for the paint yet.

Harry states that he didn't receive the agenda although Arleth states she emailed on Saturday, June 4th. Harry wants to ensure that all the open ARCs are covered prior to moving on to new business.

c. ARC Report

- Lot 1 is requesting driveway widening and Harry states that many have already been approved. Harry moves for approval and Jose and Audrey agree.
Approval granted.
- Lot 7 has three requests:
 - Fence Replacement - They want to go back to a wooden fence and Harry sees no issue with this. He recommends approval. Audrey seconds and Jose thirds the approval.
Approval granted.

- House Paint - They have also submitted ARC to paint the house using approved colors. Harry recommends approval. Audrey seconds and Jose thirds the approval.

Approval Granted

- Tree removal - Harry recommends conditional approval but homeowner must follow all city guidelines. Audrey backs Harry up on that recommendation and Jose concurs.

Conditional approval granted.

- Lot 14 is requesting to paint using new color a yellowish/orange for reddish/brown roof. They want to use Behr 250-5 (Solar Storm) which is similar to SW 6897 Sundance. (See color below)



Trim is an approved color SW 6328 Fireweed



Harry feels that they are going for a Tuscany kind of look. He is uncertain of how it would look. Jose agrees stating that they are looking at swatch on the computer and that once it is put on the house it will look completely different. Jose is uncertain what do with this request either. Harry states that he showed it to his wife and she states that it is not something she would pick but not a bad color. Harry says that he is not sure. Jose states that he doesn't have an eye for these things either and not sure if approved if everyone would like. Not sure how to move forward. Harry says that it can be denied and sent back for different colors to be chosen. Aubrey states that it is a little to yellowy for her taste. Harry feels it is too orangey. Aubrey suggests to possibly request something toned down a bit. Audrey states it maybe it should be suggested to pick something softer in that color vein. Harry states that he tried to find the color and it was not under yellow or orange. He says that on the Sherman William site it is a cross breed between the orange, yellow and a red. Harry states that he had to convert Behr Solar Storm color over to Sherman William Sundance which is close but not the same. It is close according to the RGB color code. That is why Solar storm is a tad darker than the Sundance. Harry feels that it might be too orange for him. Jose feels that same that the orange sticks out but again he doesn't truly know about the color. He again suggests that maybe the best way to go is to deny the request and ask them to tone it down a bit. Audrey agrees that once allowed it opens Pandora box and every color will be pushed to the limit. Jose proposes to move forward with Harry suggestion of denying the color combo and to ask the homeowner to tone down the Sundance. Harry says that it would be best for the

homeowner to find something in the Sherman William color wheel as this would make it easier on the Board to pull up the color to look at it.

Request denied and homeowner is advised to choose different colors.

- Lot 32 has three requests:
 - Gate Fence – Harry states that since it is a handicap it will be an issue if not permitted. They want to put the plastic gate/ door for handicap access Harry recommends approval. Audrey seconds and Jose thirds.
Approval granted.
 - Driveway widening - Harry thinks it is along the same reasoning that it is possibly for handicap purposes. Harry recommends approval. Jose seconds and Audrey thirds.
Approval granted.
 - Boat parking – Harry says that he hasn't heard anything more on this but wants to point out an item in the bylaws that was one of the attached documents of the email. The bylaws state an “and” not an “or” and it has to be allowed and it must be totally hidden. If the homeowner wants to put it in the driveway it is a no go. He will have to put in the back yard where it can't be seen. According to the email someone is moving, and the homeowner is either being given the boat or they are holding onto the boat for the owner. Audrey has requested more clarification such as size. Jose says that it has to fit in garage or in backyard and not visible then no issue. If it is visible, it can't be parked in driveway and the homeowner has to get a parking spot with the city. Arleth will get more information.
Request on hold until Board receive more information.
- Lot 35 is requesting permission for impact glass/doors. Harry states no issue with this and recommends approval. Audrey seconds and Jose thirds.
Approval granted.

Audrey wants to suggest that if ARC is for impact windows/doors it should be automatically approved. Harry states that according to the Association documents it has to go through the approval process.

- Lot 62 is requesting approval of to re-paint with authorized colors. Harry recommends approval. Jose seconds and Audrey thirds.
Approval granted.

- Lot 102 is requesting to reroof the house. Harry states that the homeowner wants to use the dark charcoal grey. Audrey comments that the roof is currently very dark. She says it's like a coco color. Harry states it needs to be clean and that it is a peach or coral color. Harry says that since this is the one that needs to be painted, he recommends conditional approval upon submission and approval of painting ARC. The new colors will be guided by HOA Color Chart under the greys. Audrey seconds and Jose thirds.
Conditional approval granted.

d. Entrance Project Update:

Jose asks if there are any updates. Arleth states that they were just waiting for the signed contract that Jose has already sent. She will send to the company and wait for a timeline of when this project can be sorted out.

V. New Business

a. Alternative Options to Fining Committee

Arleth reached out to the attorney to get a clear understanding. The attorney sent his information. Arleth sent out to the Board a recapped of the information into laymen's terms to make it easier to comprehend.

First option is to do mediation and filing a lawsuit. The Association to request mediation to be answered within 20 days of receipt of letter. Thereafter, mediation must be done within 90 days with all parties sharing the cost. If not answered, the Association can file lawsuit against the owner and the cost may become a lien on the property.

Second option is to correct and bill. The Association can correct any unapproved architectural modification and bill the homeowner's account. If not paid, the Association may lien for all expenses along with service charge of 10% of all expenses.

Last option is a fining committee. The Board imposes the fine. However, the Association must have a fining or grievance committee, whose only role is to reject or accept the fine. The fine/grievance committee cannot be a board member or residing in a board member's household. According to the Association documents, a fine of \$25 (twenty-five dollars) for the first offense, \$50 (fifty dollars) for the second offense of a similar nature and \$100 (one hundred dollars) for the third offense. By statute, a fine cannot exceed \$100 per violation or up to a \$1000 for continuing violation. All this information is in the management report on page 67.

Jose states that there will be a separate call to discuss among the board members. Audrey reminds the board that the association has done option 2 (Correct and Bill) in the past. Jose expresses concern on going onto property to make modification which he feels subjects the association to other things. Audrey affirms that it was used in the past. Jose says that with the way things are now, he would not even contemplate this option. He states that it is even difficult with the company hired for the lake clean up. The neighbors questioning the workers on what they are doing in the backyards. The workers will tell the homeowner that they are cleaning up and the homeowner are questioning if they have permission. The company says that many have come out and given the workers a difficult time. Audrey says that a notice was sent out and Harry states that not everyone is in the system. There are some people who never went in and updated their information. Jose informs the board that one homeowner suggested the use of WhatsApp and Jose told him that the association already had an app. The homeowner responded that WhatsApp was a much easier platform. Jose stated that there is not a complete list of all homeowners. Harry confirms that is the biggest issue at the moment. If they had cell phone numbers and email address of at least two adults in the household, this would be a nonissue.

Jose states that he has an idea how to resolve this issue. He says that it is in line with the email he forwarded to the board from the City of Pembroke in reference to emergency management. The email was requesting contact information from all the board members. He feels that they could do it for the community. He will put together a letter and place in mailbox and door. The letter would request for each household to provide contact information through a link. Harry says that if Ice Cream social is held, a lot of this could be done there also.

b. Gate Access Clicker Update

Arleth says that Diamond Gate has advised her that distributor being used is having issues getting the clickers from the manufacturer. They continue to send the incorrect remotes. The remotes used by the association are custom coded and made to order. They advise that the distributors last two shipments received were common code remotes, the wrong ones. They will let Arleth know when they receive the correct ones.

Harry expresses concern since the invoice was approved for payment. He assumed that they had been received. He will follow up with Diamond Gate since he has a few other items to discuss.

c. Shared sign update

Arleth states that she is pending the signed April minutes and then she will send to send to compliance officer. This will close the compliance issue with the city.

d. Lakeside Shoreline & Tree Removal

Harry says that this has been completed. The vendor has sent pictures and it was two truckloads. Jose states that they had to come back two times. Jose talked with vendor and vendor states that it was more in depth than originally proposed for the tree removal. They had to spend two days. Jose let them know if they needed to adjust bill to let him know. The vendor states he didn't want to; that he gave a quote, and he was sticking to the quote. Vendor reiterates that although it was more than anticipated, he was not going to charge more.

Harry asks if the homeowner has been billed for the tree removal which should be around \$600. Arleth states that she has not yet billed the homeowner, but she will.

e. Mailbox Issue

Harry wants to ensure that Lot 76 will be billed to account. Arleth states that she will bill. Lot 94 needs to pay for the damaged mailbox of the neighbor (Lot 95). Arleth states that Beautiful Mailbox will bill for both since the mailboxes are joint. Lot 84 reported that mailbox door open. Harry states that the mailbox will be repaired by association. Harry says that he has hinges and can repair. Arleth will reach out to Beautiful Mailbox and see if they do these types of repairs and the cost.

f. Hurricane Preparedness Proposal

Jose reviews the section on Lawn Enforcement. He states that vendor is not charging anything. Arleth confirms that vendor has contract to be first one out for cleanup. Harry says that he assumes it's a correct and bill. Jose suggests that Board approves but with caveat that there is prior approval or a dollar limit. He doesn't want a blanket order; the current proposal says whatever the vendor does the Association will pay. Jose is not comfortable with that wording. Jose would like that vendor is the preferred provider but that the community is not gouged. Jose would like an email to know the cost. Arleth states that she had requested that the vendor do that, but he provided proposal as is. Harry says that he would approve up to a \$1000 and anything greater needs written approval from association. Jose will hand write this on the proposal and then sign.

g. Drainage Inspection Proposals

Arleth states that she received a proposal from PCI Storm. The cost is approximately \$14,700. She says that it looks like they are cleaning. Harry states that the vendor didn't understand that the association is requesting proposal for the inspection not cleaning of drainage. Arleth is waiting for two additional quotes to be able to compare, one from A&A Drainage and the other from Allstate Resource Management. Once received, board will review. Harry is concerned that the other two companies will not have understood the request either. Arleth explains that her understanding is that the association would like

the company to come out and inspect the drains to ensure there are no issues prior to working on the roads. Harry feels that it might not be the best explanation. Harry states that they are looking for leakage that will cause road erosions. Jose replies that it is for the company to look for cracks in the pipes. He tells Arleth to explain that there are divots in the asphalt and they are trying to understand where they are coming from. By divots, Jose means depressions in the asphalt that are close to the drain. He expresses concerns if the drain has failed or the pipes that support drain has failed or if there is structural issue. He states that is what the association would like to know not trying to have the pipes cleaned to then camera the pipes. He says that the association wants them to camera the pipes to see if there is any structural issues.

Arleth will contact PCI again and give a clearer explanation of what the association is looking for to see if he wants to submit an updated proposal. She will see if PCI will give a more reasonable quote. Harry reviewed what the scope of work is and reads the following: To jet and clean approximately 1900 linear feet of various size storm drainpipes to prepare for videoing at \$4.50 per liner foot. He states that that they state bafos at \$500 something each. Jose states that the bafos are to pick up the oil and junk that is pressured wash off. They are doing all this mitigation to limit exposure to the water. Jose states that they have to clean it to video the drainage. Harry states that there is approximately on pipe that is really underwater and they have bulkhead around.

Audrey questions if it would behoof the association to have the drains cleaned. Harry states drainage cleaning is done every five years and it was done two years ago. Jose suggests for Arleth to let the companies know that the cleaning was done just two years ago. Harry states that PCI was the company that had done the cleaning. There was a check that Harry says was for some rework from 2021. Arleth states she will call and let them know of the depressions and their concerns. Both Harry and Jose they are concerned of sagging.

h. Ice Cream Social:

Jose states that pending is the confirmation of price and a window or weekend to host. He suggests that a timeframe is needed, basically a weekend that works. It was discussed to have either in June or July. Jose asks if anyone has a particular date in mind. Kids are out of school already. He thinks it can be done in the next two or three weeks. He states that if no one has an issue, he will get a price and send out to the board for approval. He suggests a few hours of ice cream and he will see if they will charge per person. Once he has the quote he will share with Harry and Audrey to see if they feel it is reasonable and if feasible to move forward.

Both Harry and Audrey are okay with this suggestion. Jose feels that it should be a Saturday. Harry wants to get the little park behind the police department since they have a small pavilion. Jose agrees on that location being ideal. The location has good parking that will keep from clogging up the roads. Harry

ponders the possibility of having code reader available at that location. Not sure if he can get that set-up but will reach out to Diamond Gate to see what they have available to rent or borrow. This would assist in documenting the clickers with unknown assignation. Harry explains that it is a security issue.

i. ARC Proposals

Jose suggests that Arleth “round robin” them. He explains that Arleth distribute the ARC one by one around each of the board members. Example, one to Jose the next to Harry the next to Audrey and the next to Linda. Then start all over again. He continues explaining, that the first would go to him and he would get the board to review and approve. The second would go to Harry, and it would be his responsibility to get the other board member to review and approve. It is a rotation. This will move the responsibility to one board. Arleth will create spreadsheet to track and to be fair. Harry explains that the board has thirty (30) days to review and approve. Arleth wants to confirm that she will be dropping off at the door and send an email. Audrey states that she wants hers under her doormat. Jose says he doesn’t care location. Harry has no concern and put in the front door. Jose states that Nelly used to put in plastic sleeve and suggests that Arleth purchase a box for the community.

VI. Open Forum

a. Cats:

Ed XXX (Lot 84) has concern about feral cats in the neighborhood. He states that there are a few neighbors that are feeding them, and the cats are messing up the yards. The cats are disruptive at night making loud noises. Ed does not want to generate any discord with the neighbors, but the cats are extremely annoying. His dogs and a few other dogs in the area are going crazy with the cats around. Ed states he has taken pictures. He says it’s an issue but not sure what can be done. Audrey suggests calling animal control. Ed voices concern in animal control being able to catch the cats. He says that the neighbor feeds them and gives them water. The cats cross his property to get to the food. Harry reiterates that the homeowner should call animal control. He says that the association can send a letter to the other homeowner to have them cease feeding the cat. Harry says that the cats will take a long time to leave. Jose and Harry state unfortunately this was not an association problem but a homeowner-to-homeowner issue. Ed also states that they are multiplying. Audrey suggests that maybe Sandra can put something in the next newsletter. Jose states that the culpable homeowners are retired, and this is what they do. Jose feels that it might antagonize them if they put in newsletter.

b. New Homeowner Request:

Leonardo XXX (Lot 7) states that he is a new homeowner. He would like to have permission for tree and bush removal prior to moving into his home. He has concerns with what animals are living in overgrowth such as snakes. Leonardo states that he has seen the feral cats in his yard also along with

raccoons. He says that there are two rotted trees that have damaged the air conditioner. One that has many branches hanging over the roof causing humidity within the house. Leonardo has seen animal feces around the pool area. He states that this was the tree removal permission was the reason for the hold up of him moving into the house. He wanted urgent approval for tree removal. Arleth states that he is Lot 7 and that request was approved on a conditional basis until he obtains all city permits. Leonardo also states that he has submitted the list of plants that he would like to plant. Jose lets homeowner know that for plants close to the lake, homeowner will need to obtain permission from South Florida Water Management also. Harry states that he thinks it nothing within 10 feet away.

Jose explains to the homeowner that all three of his requests have been reviewed prior to the homeowner joining the call.

- *Fence Replacement - They want to go back to a wooden fence and Harry sees no issue with this. He recommends approval. Audrey seconds and Jose thirds the approval. Approval granted.*
- *House Paint - They have also submitted ARC to paint the house using approved colors. Harry recommends approval. Audrey seconds and Jose thirds the approval. Approval Granted*
- *Tree removal - Harry recommends conditional approval but homeowner must follow all city guidelines. Audrey backs Harry up on that recommendation and Jose concurs. Conditional approval granted.*

Jose reiterates that the homeowner needs to follow all the city guidelines. Jose says homeowner needs to get a letter from an arborist stating that the oak tree is causing damage to the house. Arleth explains that a letter of the damage needed to get permits from city. The homeowner's wife states that the City nor the company has explained to them about getting the letter. Arleth explains that it is not the responsibility of the association to tell what trees can or cannot be removed. That is an issue for the city. Arleth continues by stating the steps that should be taken. She informs the homeowner that the first step is to obtain permission from the association which was approved today conditionally. Arleth then informs the homeowner will next go to the city with the permission from the association. They will request from the city for permits. At this time the city will let the homeowner know what is permitted and what is required. Arleth states that Rosalia was not the person to give approval but the person that give documents for the association to approve. Rosalia is not part of the city. Arleth reiterates to homeowner that approval is conditional until city permits are obtained. Homeowner asks if he can start removing the coconuts and trimming coconut trees and Jose reinforces that city permits are required. Jose tells homeowner that when he goes to city homeowner will let them know how many coconut palm trees and other oak trees they want to remove. Jose states that

they are trying to protect that the homeowner is not fined for removal of trees by the City. Jose tells homeowner that there are trees that are protected trees.

The whole conversation was in Spanish. Jose and Arleth explain to Harry and Audrey that they were explaining the tree removal process and the issue of the cats to the new homeowner.

V. Adjournment

With no further business to be discussed, Jose motioned to adjourn the meeting. Harry seconded and Audrey thirds. Meeting adjourned at 8:27 pm.

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

I hereby certify that the Minutes of June 8, 2022, have been approved without corrections.

Date:_____ Signature: _____ Title: _____