

THE ESTATES OF TANGLEWOOD LAKES

HOA Meeting Minutes for May 4, 2022

The Meeting of the Board of Directors was held on May 4, 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), Audrey Carballo (Lot 024), and Linda Elizalde (Lot 074)

The following guests were present:

Sandra Spence (Lot 003), Doreen Small (Lot 066), Jackie Gardner (Lot 092), and Chene Williams (Lot 55)

The following Miami Management representative was present:

Arleth Broderick, CAM.

I. Call to Order

Jose Ockerman called the meeting to order at 7:01 pm.

II. Approval of Minutes

Harry Stevens mentioned the two items highlighted by Jessica Castro in the April 2022 minutes. One was under "Old Business – Project Update" there was a question on a date of a contract. Second, under "Violations" question on who talking. Jose will send Jessica the responses so that she can update the file and send back. Once corrected, Jose will sign. Harry motioned to have April 2022 minutes approved as amended with corrections and it was seconded by Audrey Carballo.

April 2022 minutes were approved.

III. Treasurer's Report

Harry presented the following report:

As of 3/31 the account in Banco Popular has a balance of \$151,046.45, in Checking, \$209,189.81 in savings, plus CD's of \$165,832.05 for total funds in Banco Popular of \$526,068.38. We earned \$64.48 extra income, unexpected income of \$119.66 and \$0.00 in reimbursement income. We have accounts receivables of about \$2.1 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 \$1.1K.

IV. Old Business

a. Entrance Project Update:

Arleth states that Robert Gutierrez, who is in charge of permitting, advised that they received specifications from Permit Department of the City of Pembroke Pines. The City is requiring that the updated plans from the civil engineer, Shane Munson, Munson Design and Consulting, Inc. There was some difficulty contacting Mr. Munson, but Arleth was finally able to reach him. Mr. Munson has provided contracts that he sent to Jose. Currently, waiting for the contract to be approved, in order for Mr. Munson to resume the work and clear up the permit issues. Jose will send the contract to all board members so that they can review it. There will be a motion to review the contract via email. Jose states that Mr. Munson is requesting \$2500 for engagement and \$155-175/hour for Munson Design and Consulting to do the work. Harry states that he thought the contract had already been approved since Jose had forward the contract already.

Harry motions to move forward and approve the contract. Audrey seconds the motion. Motion approved.

Jose will sign contract once the meeting has concluded and email it back to Mr. Munson and the Board.

Harry asks if Jose has communicated with Troy and if there were any issues. Jose states that he indeed spoke with Troy and that Troy indicated he was onboard.

Harry states there was an email from Arleth in reference to the attorney, James Helf. He asks if his response cleared up that Mr. Helf was the attorney that assisted with drawing up the contract with the General Contractor. Arleth states that yes, the response was clear. She asks if the Board wanted her to contact Mr. Helf on any item. Harry states that once the project is started if there are any changes to the contract, Mr. Helf would have to do the changes. Harry also suggested that once the project has commenced that it would not be a bad idea to reach out to Mr. Helf, to let him know that the Association might need his services for contract updates, as a heads up. Arleth agrees to call Mr. Helf to ensure that he is available. If Mr. Helf is not available, then the Association will need to locate another attorney.

b. Delinquencies:

Arleth noticed that there were two balances of 15 cents (Lot 31-9341 SW 8th Street) and 2 cents (Lot 76- 9420 SW 8th Street) that have been there for quite some time. She wanted to know if these balances could be waived since the amount was so minor and to discontinue send notices to the two homeowners. Harry asks if Lot 31 was the one he responded to Arleth via email that something happened in 2020 where an interest fee was charged after they paid the balance. Arleth confirmed.

Harry makes a motion to have the fee waived. Audrey seconds the motion.

Motion approved. Arleth will waive the balance and cease sending notifications.

c. Violations:

Arleth request permission from the Board to restart the violation process for Lot 102 and Lot 77. She comments that these two violations are very old and due to her being new, she wanted to give them a second chance. Arleth states that if the Board doesn't agree then she will continue to send them to the attorney.

Jose states that the changing of property management should not stop or reset the clock on a pending issue with the homeowner. He doesn't agree unless the Board sees otherwise. Harry states that the issue with Lot 102 started back in August of 2021, six months prior to Arleth coming on board. Harry agrees with Jose that they should not restart the clock.

Jose states that he understands Arleth's position on this issue but then this would set a precedent. He says that if the Board agrees to reset these two, they will find that they will have to reset others. Jose also states that if something may happen again where another property manager comes in then any pending issues at the time would have to be restarted.

Audrey states that she feels that it is not fair, the management company is the same with a change in property manager.

Jose directs Arleth to move forward and send these violations to the attorney.

d. Shared Sign

Jose questions if the only thing pending on this item is to review the motion or put forth the motion that it was completed. Arleth states that it must be noted in the minutes so it can be sent to Code Compliance. Jose states that last month's meeting, it was discussed and agreed to remove the sign since no other community claimed ownership of the sign. Instead of having to spend money to upkeep it or change it, the Board took to position to remove it. Jose went over and removed the sign. The sign was removed on April 12, 2022, as per discussion.

Harry states that there is no need for a motion since there was a motion that was approved in the April meeting and is noted in the April minutes. Arleth confirms that she only needed the minutes to be approved and signed. Jose states that the agenda item was just for awareness, and he will sign the minutes. When Arleth picks up the minutes she will have them to send to Code Compliance.

V. New Business

a. Parking Enforcement Proposal

Arleth has received three proposals. Gold Star Services is offering \$342/monthly and \$422 on time charge which includes supplies. Eagle Eye Parking Solutions is \$103/monthly. Recon Parking Enforcement has three patrol cars a week at \$50 per car, which makes it \$150 per week. At 52 weeks per year this equals \$7800 for 103 units. It is less 1.50 per week per unit and approximately \$76 per year.

Harry states that he is still not 100% on board bringing this item forward since this really has not been an issue. He is looking at the cost also. The Association will go from paying \$45 per month to the lowest proposal of \$103 per month. Both Jose and Aubrey feel that the proposals feel very steep. Jose suggests tabling this item for three months and then review at July meeting with the participants. At that time, it can be determined if it is an issue or not and if it needs to be addressed. Audrey agrees with both Jose and Harry.

Item is tabled until August 2022.

b. Record Destruction Notice

Jose states he has no issue with this. The records need to be destroyed and the fees paid. It is part of business. He stated that record retention policy of seven years is standard. Jose feels that no motion is needed since this is standard business practice. Arleth states that she needs the authorization in writing as per the company's request. One board member to sign the document to move forward. Harry will sign.

VI. Open Forum

a. Clickers purchase:

Harry wanted to know the status of the clicker purchases. Arleth states that her assistant has reached out, but the company has not responded to the date when the clickers will be ready. She says she will follow-up also. Arleth also stated that any duplicate clickers need to be returned so that a credit can be applied. There is only one (lot 15).

b. Lake Clean-up and other lawn services needed:

Jose and Harry went and walked around the lake and it is very littered. Harry suggests that prior to the rain and with water level low, it is an opportune time to have the edge cleaned up. He says that last year he got a quote from Lawn Enforcement. The job was not completed or started due the rains and the lake filled up prior to the job being started.

Harry also states that there is a tree in the back of Lot 45 that has been there for over a year. He suggests a follow-up. Harry says that last year the lawn

care services was going to remove the tree and the lot would be billed. He thinks they didn't get around to do it and the tree is still there.

Jose will send the numbers of two lawn services to Arleth to get a quote for the lake clean -up and the tree removal. Jose states that there is a lot of debris mostly coconuts. Arleth wants to know if it is just clean-up or clean-up with lake treatment. Jose says it is just clean-up. Harry states that last year's quote was \$750 for the shoreline cleanup and \$350 for the tree removal.

c. Ice Cream Social:

Jose stated that he went to the Pines Day recently and obtained three vendors, but he only really liked one. He is exploring the prices. If the Board is still interested, he will get the quotes to bring to the next meeting.

Audrey is on-board with moving forward with the social.

d. Open Invoices:

Harry lets Arleth know that he sent two invoices for completed work. He sent from his work email on 4/4 and 4/21. He states that the invoices are now overdue. Arleth states that she has not seen them.

Jose states that it was approved to be able to pay Harry for work that he does at the gate and other things he does for the association. Approval was granted to be able to pay a board member for work done.

Arleth states that she will look for invoices and set them up for payment.

e. Association Fees:

Doreen (Lot 066) states that she has an issue with the association fee. She has reached out to Arleth. Doreen states that she pays four to five months at a time, a flat rate to cover various months if it's four months \$280 and if five months it's \$350. Two weeks ago, Doreen received a notice that she owes \$1.85 and is uncertain why since she pays the flat rate.

Harry informs her that there were a few that were cleared up. Arleth says that she will review Doreen's file. Jose tells Arleth that since two other small fees will be waived, to include Doreen to the waivers. Jose says that Arleth will research to see why this is happening. Harry thinks it might be the same issue of interest fee being charged. Harry confirms that it has been carried over since 2013.

c. Parking Enforcement:

Sandra asks if this item is about towing cars for illegal parking. Jose confirms. Sandra goes on to say that she thinks that the reason there is no current issue with parking is because there is that threat of towing. She feels that if removed people will park haphazardly.

Jose explains that the pause will allow for the justification to pay for the higher monitoring if warranted. Harry explains that the old company, LMSI, has only come in one time this year and it was back in January. Prior to that it was four months without roaming.

Jose says that the possibility of an issue the towing company can be called. He feels that tabling will give them time to see if this works. He would like Sandra to give this a chance. After the first quarter, if she or any other homeowner thinks it is still an issue, Jose says that a new company would be contracted.

d. Notice for stump removal and unleashed pig:

Mr. Gardner, who is legally blind stated that he received a notice and he has reached out to the City and wanted the Association that he is on the case. He also states that his neighbor as a pig and they allow the pig to go to the bathroom in his yard. He finds it very unpleasant and disrespectful. He would like to have the policy for pet soiling reviewed. Jose states that various homeowners have brought the issue up and that the policy states that all animals should be on a leash.

Harry states that Arleth should reach out and send warning to homeowner (Lot 37 - Spirit of Christ Church) requiring to have the pet on a leash. Jose questions if the pig is even permissible.

V. Adjournment

With no further business to be discussed, Jose motioned to adjourn the meeting. Audrey seconded. Meeting adjourned at 7:57 pm.

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

I hereby certify that the Minutes of May 4, 2022, have been approved without corrections.

Date: _____ Signature: _____ Title: _____