

THE ESTATES OF TANGLEWOOD LAKES
HOA Meeting Minutes for November 3, 2021

The Meeting of the Board of Directors was held on November 3, 2021, 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, Audrey Carballo, Linda Elizalde and Harry Stevens

The following guests were present:

Doreen Smalls

The following Miami Management representative was present:

Nelly Gordillo, CAM.

I. Call to Order

Audrey called the meeting to order at 7:03 pm.

II. Approval of Minutes

Jose just sent the recordings Jessica Castro for August, September, and October today. Harry will be sending the treasury reports to her. Audrey will meet with Nelly to review what meeting did not have quorum.

III. Treasurer's Report

Harry presented the following report:

As of 9/30 we have, in Banco Popular, \$130,521.47, in Checking, \$122,077.42 in savings, plus CD's of \$165,678.98 for total funds in Banco Popular of \$418,277.87. In We Florida Financial, we have \$82,455.48 in Savings. We earned \$88.13 extra income, unexpected income of \$188.14 and \$0.00 in reimbursement income. We have accounts receivables over 2.5K which includes \$0.00 in legal fees, \$0.00 in unit repairs and violations in the amount of 1.5K. The total amount for possible collection is approximately 1.2K.

Lots 38 and 68 are 2 months in arrears.

IV. Old Business

a. Fines Committee

Audrey asks if there is a working Fines Committee in place now. Nelly states that she hasn't reached out to Linda yet. She will contact Linda, but she has not seen her in a while and was not sure if she would be able to participate.

b. Entrance Project Update:

Nelly sent out an update as of October 13, 2021. The civil plans were sent to the Engineering department. She has reached out to the General Contractor, but he has not responded yet. She is not sure the status. Nelly states that the city does take a long time, but she knows that the plans were sent to the correct department. The contractor stated that the plans were not sent to the correct area in the first place. Harry is not certain either. Nelly comments that it might be an issue with the City of Pembroke Pines since she has issues with another community also.

c. Violations:

Nelly has issued many roof violations. There are several roofs that need to be cleaned according to her records. Nelly sent Lot 31 account to the attorneys. The roof is still dirty. She sent the house a final notice and nothing was done in a month.

d. Pressure Cleaning of Sidewalks:

Nelly states that Hartsel will schedule the cleaning for mid-November. She is pending the exact dates. She requested that not be a Wednesday since that is trash day. It will either be a Monday and Tuesday or a Thursday and Friday. Jose asks when the contract was signed. Nelly says that it was before the last meeting. Jose says it's been about six weeks since signing. Nelly states that the pressure cleaning companies are really booked. Jose questions why as a repeat customer of a \$5,000 project, they are still delayed. Henry replies that they may also have other repeat customers. Jose agrees. Audrey states that there are not many Tuesdays or Thursdays available due to Veterans Day and Thanksgiving. Nelly will call to get exact date to be able to notify the homeowners with adequate time. (19:10)

e. Storm Drain Cleaning:

Nelly states that the contractor wants the form to be signed. She has the document and can drop it off to Audrey the next day. Nelly says that the contractor also wants a 50% deposit which is \$1250. She will ask if it can be paid in full at the end of the project. Jose questions why if association is a repeat customer. Nelly thinks it's possible that they contractor felt that the project would be much larger. Nelly will try to reschedule after the pressure washing.

V. New Business

a. Restripe speed bumps:

Harry feels that the committee should look into restriping the speed bumps on an annual basis. He feels that this will prevent any liability issues that may arise. Nelly will get a quote so that it can be approved by the committee. This should be done after the street sweeping and sidewalk pressure cleaning.

b. Gate System cards/clickers limitation:

Harry is concerned with the limitations of the gate system. Currently, the system is limited to 260 cards and 250 phones numbers. He feels that it may be upgraded but he is uncertain of the capacity. He wants to discuss if the homeowners should be limited to a certain number of cards/clickers. His rational is that the current system has six spots for each lot number. It is possible to double the phone numbers, one viewed and one hidden, which give another six making it 12. We have 103 units and if everyone is used that means there will be 1236 cards and clickers. This does not allow for any extra phone numbers for UPS, FedEx or Amazon Delivery or any thing in that manner. There are several units that have seven to nine clickers. Harry states that they most likely only use four numbers. The other concern is that there are 155 cards and clickers that are unassigned. Some of these can be assigned but it will still be high. Some units will have one number and nine cards/clickers. Audrey states that nine is a very high number. Harry states that its possible to be a combination of card and clickers, there is no way to discern which unless looking at the number. Lower numbers are assigned to clickers and higher numbers are typically cards. He feels that the database needs to be updated and that the homeowners should come in to confirm their information. Harry states that some homeowners have given out cards to maintenance workers over the years. There is a large number of cards/clickers assigned to unknown entities. Harry does not mind sitting at gate and updating information.

Harry feels that this project should be undertaken quickly to have database updated in the case that someone else must take over. He gives example of one homeowner that left and only turned in one card but was assigned nine cards/clickers. That leaves many opportunities for someone to get into the community. Audrey asked if there was away to see if a clicker has not been used in six months and have it drop off the system. Harry replied that he can see the usage, but it can't

be dropped off automatically. The clicker must be physically deleted. Harry states that when current system was purchased, he reviewed database of old system. He sent out letters to homeowners about the unused clickers and stated that if they didn't respond the clicker would be deactivated.

c. Meeting Location:

Nelly informed Audrey that Dunkin Donuts was still closed. Audrey wanted to know if there was any other location for the meetings. Harry or Nelly are not aware of another location. This will be revisited.

d. Meetings.

Next meeting is scheduled for December 1st. Nelly requests that the meeting be moved to the following week since she will be traveling. Harry has no issues with the change of date. Audrey is also good. Nelly asks if the next meeting will also be annual meeting or will annual meeting be in January. Harry states that if it's the annual meeting then proxy has to be sent out. He asks if the documents state that the meeting has to be in the actual year. Nelly will look into it. She states that normally the documents will say that it is held in the same month of the previous year or close to it. Nelly will look at association documents to see exact wording. Harry is okay with having the meeting in January as long as it is abiding to the association documents and state law. Nelly has discussed with attorneys and the annual meeting should be in-person since there is floor voting. Last year there was not voting since there was no quorum. Now that the pandemic is easing up, Nelly feels that there should be a location for dropping off ballots. This needs to be furthered discussed. Jose agrees that January 5th is a good date.

VI. Open Forum

Nelly will reach out to Linda about the Fines Committee to see if that committee can resume.

VII. Adjournment

With no further business to be discussed, Harry motioned to adjourn the meeting. Audrey seconded. Meeting was adjourned at 7:38 pm.

Jose will be out of the country till the 17th. He requests that Nelly gets in touch with anything that requires his attention prior his departure.

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