

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
FAIRFIELD AT BOCA MASTER HOMEOWNERS ASSOCIATION, INC.  
HELD ON THURSDAY, APRIL 21, 2016 7:00 PM, IN THE CLUBHOUSE**

Joe Jaffe called the meeting to order at 7:13 PM. The meeting was properly noticed.

**ROLL CALL**

Those members present were Joe Jaffe, President; Coleen Ray, Vice President/Treasurer, David Gross, Secretary, Michael Amato Director and Karen Kintner Director. Also present from Residential Management Concepts, Inc. was Suzette Lewis, LCAM.

**APPROVAL OF MINUTES**

Joe Jaffe made a motion to approve the minutes from the last board meeting held on January 21, 2016. Seconded by Coleen Ray. All in favor. Motion Carried.

**FINANCIAL REPORT**

A discussion about the finances began and Joe Jaffe explained to the new Master Board members that the current to date finances are submitted on the day of the board meeting from RMC. Joe Jaffe moved to approve the finances and will follow up with the accounting department at Residential Management Concepts as to the accuracy of the finances for the Master Association. Second by Mike Amato. All in favor. Motion carried.

**OLD BUSINESS**

Legal Issues

A lengthy discussion began about the status of a unit that is in one of the other sub-divisions within Fairfield and that the homeowner has filed for bankruptcy several times and owes the Master Association as well as the sub-division thousands of dollars. The homeowner is requesting through their attorneys that Fairfield Master agree to a settlement that would forgive their interest and late fees. Another lengthy conversation continued about the pros and cons of this request and the effects that it would have on the Master Association financially.

Another conversation began about the unit in Townhomes 1 that the Master Association holds the title to. The discussion continued about the fact that the Master Association may soon lose the unit due to foreclosure.

There is another unit in Townhomes 2 that is also in rears. Joe Jaffe explained that the homeowner made a (5) five-year agreement with the board of Townhomes 2 and the president Larry Abrams would agree to take ownership of the unit and rent it out to recoup some of the moneys owed to Townhomes 2 as well as the Master Association. The discussion continued about a meeting that was held at the attorney's office Guy Shir's where Joe Jaffe and Larry Abrams were both present and decided to make the necessary repairs needed to the unit so that the unit can be rented out. The Master Association would agree to pay 50 percent of the cost of repairs for the unit in lieu of receiving 50 percent of the income from the rent. The board of Townhomes would like to know if the Master Association would agree to pay 1/3 percent of the cost of the repairs to the unit and receive 1/3 percent of the income once the unit is rented. Joe Jaffe made a motion to not pay for 1/3 the cost to repair the unit and stick with the 50 percent as previously agreed upon. Second by David Gross. All in favor. Motion carried.

Rover-

The roving patrol will begin on June 1, 2016. The hours for the roving patrol will be Sunday through Saturday from 6:00 pm until 2:00am. Any board member requesting a copy of the Rover Rules can obtain a copy from the office. All of the sub-divisions within Fairfield have agreed to tow any vehicles in violation for the exception of Court Homes 4 and Townhomes 1. If the Rover see any illegal or suspicious activity they are instructed to call 911 immediately. The Rover will patrol the entire Fairfield community and make sure all rules are being followed. A discussion then began about how the rover would get around the community for his/her detail. It was noted that the association had an additional golf cart that could be used for the patrol in order to save money from having SOS the security company supply a car for the detail. The golf cart would have stickers indicating SOS Security. This option would save the association approximately \$24,000 a month. There was then a suggestion of where the golf cart would be stored. It was suggested that an additional shed should be added to the back of the existing

**Minutes of the Fairfield at Boca Master Association Meeting  
April 21, 2016 Page 2.**

shed for the storage of the additional golf cart. Mike Amato indicated that he would research sheds and obtain quotes for the shed.

Hedge on Fairfield Drive

A discussion began about the condition of the hedges along Fairfield Drive. Many homeowners have expressed their concern with the state of the hedges as they appear to look poorly maintained. Proposals were submitted to the board for an optional PVC fence that could be placed in front of the existing hedge, a proposal was also submitted to add a new hedge in front of the existing hedge, and the option to fill in the holes that are currently in the hedges with additional ficus bushes. Coleen Ray would like to hold off on making a decision on the hedges or the fence until she had the opportunity to drive down Fairfield Drive and see the status of the hedges in order to make a better decision. Joe Jaffe recommends that the board not consider the fence at this time due to cost.

Tennis Court

The front 2 tennis courts along with the racquet ball and basketball courts at the back of the community are in poor condition and need to be resurfaced. A proposal for \$19,000 was presented to the board for the cost of the resurfacing project. Joe Jaffe made a motion to approve. Second by David Gross. All in favor. Motion carried.

**NEW BUSINESS**

Light Fixture

John Vignola from JP Electric gave a presentation to the board of a new LED light fixture that could possibly be used throughout Fairfield is guaranteed to last a minimum of 5 years and anything that goes wrong within the time of the warranty would be fixed under that warranty. This light fixture would be placed on existing light fixtures on the poles and eliminate the expense of buying lightbulbs that currently cost \$150 per bulb. The light fixture was affixed to a temporary pole supplied by John from JP Electric to show the different bright to dim options per fixture. Once the demo was complete the board agreed to have one light fixture installed in Fairfield and all of the board members throughout Fairfield would have the opportunity to view the fixture and see if they like it.

Call in line

There has been an upgrade to the call in system. The new system will add 3 additional lines to the system in order to eliminate a busy signal when more than one homeowner calls in at the same time. An option has also been added to allow homeowners to receive a text message once their guest has come through the gate. Homeowners can activate that function on their account through the web guest login. The additional cost for these features will add an additional \$30 to the monthly SafeHouse bill. David Gross made a motion to approve the upgrade. Second by Coleen Ray. All in favor. Motion carried.

Gate arm accident-

A discussion began about the increased accidents at Fairfield where homeowners are running into the resident side gate arm due to tailgating. There is an increased cost for all service calls to repair the gate arm every time this incident occurs. The board recommends that an email blast out to all homeowners and residents immediately that anyone who damages the gate arm will be charged a \$100 fine. This fee will be used to recoup the cost of the service call. Mike Amato made a motion to approve the fine. Second by Karen Kintner. All in favor. Motion carried.

Irrigation

A lengthy conversation began about the fact that the irrigation is not on as frequently as it should be throughout Fairfield. There have been several issues with lack of watering within Court Homes III, Townhomes I and a few other sub-associations. A meeting has taken place with Gary Palombi of Residential Management Concepts and Mike Perkins from Irrigation about the frequency of the watering throughout Fairfield. Another meeting has been scheduled to be held at Fairfield with Mike Perkins and Suzette Lewis of Residential Management Concepts along with several board members and Carlos from Sunset Tropical to discuss the lack of watering throughout the community and to discuss the irrigation system and how it works. Also if it is possible to have the system put on a more timely to prevent grass and flowers from dying. Also a few sub-associations would like to schedule a wet check with irrigation to verify the sprinklers are working when it should.

**Minutes of the Fairfield at Boca Master Association Meeting  
April 21, 2016 Page 3.**

Meeting - The next meeting will be held in May date and time will be announced at a later time.

There was no further business addressed by the Board, Joe Jaffe moved to adjourn the meeting; seconded by David Gross. All in favor. Motion carried. The meeting was adjourned at 8:49 PM.

Respectfully submitted,  
On behalf of the Secretary,  
The Board of Directors,  
Fairfield at Boca Master Association, Inc.