

Board of Directors Meeting

Posted: Tuesday, April 23rd, 2019
Date: Thursday, April 25th, 2019
Time: 7:00 P.M.
Place: Clubhouse 21300 Lennox Drive, Boca Raton FL 33486

Agenda

1. Roll Call
2. Approval of Minutes
3. Financial Report
4. Old Business
 - a. Security Company
 - b. Tag and Tow
 - c. Irrigation Bids
 - d. Landscaping Bid
5. New Business
 - a. Committees (Landscaping, Social, Pool, Roads, NW8th Street)
 - b. Deferred Maintenance
 - c. Walls – Military
 - d. Walls/Landscaping Fairfield Dr
 - e. Pool Security
 - f. Lake Maintenance
 - i. Maintenance/Permits
 - ii. Lake Worth Canal
 - iii. Drainage
 - g. Unit Foreclosure
 - h. Street Lights/Signs (painting)
6. Adjournment

Board Members in Attendance

- Larry Abrams - President
- Rich Lubliner - Vice President
- Eric Hamm - Treasurer
- Eleanor Duffek - Director
- Ryan Rudock - Secretary

Residential Management Concepts Attendance

- Dawn Bedusa

Meeting Minutes

Note: the minutes are not in all in chronological order, when a discussion veered off topic that was placed under a section that relates if already brought up during the meeting.

1. Prior to official start board members introduced themselves
2. Start: 7:00pm
3. Approved the meeting minutes
4. Financial: Discussion of financial status and yearly audit that President and Treasurer desire to have further review with association accountant
 - a. Goal of understanding debts, and planning out a 3 and 5 year financial plan
 - b. Outstanding debt ~130k outstanding at interest rate 4.75%
 - i. Noted that a portion due to repaving pools and fixing sidewalks last year
 - c. 1 unit filed for bankruptcy, can't collect dues
5. Security Guards: Agreed to terminate the existing company due to not following process
 - a. New company to begin May 18th, cost to association remains the same
6. Tag and Tow: Agreed to have visits three nights a week to enforce parking rules on master roads, IE: Lennox, 8th St. Fairfield, Club/Rec areas
 - a. Cost is ~\$4000 annually with, 30 day out, if desired
 - b. Confirmed need and issues observed in the last few months vehicles parked overnight w/o pass and on streets not allowed

- c. Indicated some subs would like info to maybe do the same
- d. Clarified: first offense by vehicle plate as a warning tag, second offense towed
- e. Reiterated if parking past 1am to get a guest pass from guard gate and signs posted on master property
- f. New guards following process to allow associating owners to certain violations if it becomes an issue
- 7. Irrigation: Acquiring bids right now, awaiting a couple more bids to come in
 - a. Noted several issues with existing company not meeting expectations for residents as cause to go out for bids
- 8. Landscaping: Looking to go out to bid
 - a. Discussion of existing company and historic challenges faced
 - b. Rock in front Military Tri. to be cleaned, discussion of use and possibly adding a sword(joke)
 - c. Entrance area worn and tired, idea to go out bid for painting entrance/timing with roads brought up
- 9. Roads: Intent for at least 3 bids to obtain latest cost estimates assuming all roads at once
 - a. Agreement to repave the roads due to current condition
 - b. Discussion on preference to do all roads at once instead of piecemeal
 - c. Believe roads deeds under the master, question arisen for paying items
 - i. Suggested single purpose amendment for roads
 - ii. Since responsible for irrigation, sewer, etc but not talking about the roads in docs
 - 1. Working with larry and rich is there a way to charge
 - d. Setup road committee to discuss process, payment and route to repave roads the right way and framework for future
 - i. Committee approved with Larry and Ryan with invite to subassociation presidents
 - ii. Optimistic goal is to have paving process started in fall
- 10. 8th Street Committee: Approved to setup committee with Eleanor from master board
- 11. Military trail: outstanding maintenance on landscaping/walls/painting out getting bids
- 12. Lake Maintenance: Requesting information on permits for drain and pumping and any possible maintenance
 - a. Lake maintenance shared between us and the town center (next door plaza with Marriott)
 - b. Explore possibility, circulate letter by Larry, for limited work for maintenance
 - c. No decisions made yet still gathering info of if any maintenance needed
 - d. Low levels on lake make trash more noticeable, looking into poll to provide janitor
 - i. Concern for liability risk of falling on slope
- 13. Lake Worth Canals:
 - a. Discussion of if canal easement right up to property lines and impact to 8th St. homes
 - b. Larry indicates potential to reach out to utility for backyard easements
- 14. Committees: approved by board for RMC email for volunteers for non-road committees
- 15. Light posts: Painting/maintenance in progress for bids/reviewing for costs
- 16. Master Meetings: scheduled monthly at 7pm on the 3rd Thursday of the month
 - a. Remaining master meetings posted on website and notice will be provided if altered
- 17. Pool security: discussion of keys, fobs, rfid card, apps looking into cost
 - a. Indicated pools closed justing non-light hours and if installed lights would disrupt residents next to pools
 - b. Keys indicated ease of making copies
 - c. Fobs largest cost would be getting them to provide 1 to residents
 - d. Possibility of an app to allow access to residents
 - e. Looking at getting maintenance to lock
- 18. End: 8:13pm
- 19. After meeting: request from resident for meetings to have a sign in sheet

Votes

Measure	1st/Proposed	Seconded	3	4	5	Outcome
Approve prev. meeting minutes	Rich	Ryan	Eleanor	Eric	Larry	Passed
Replace guard gate staff	Rich	Eric	Eleanor	Ryan	Larry	Passed
Tag and Tow Company	Ryan	Eleanor	Eric	Rich	Larry	Passed
Setup Road Committee w/Larry, Ryan, and association presidents	Larry	Ryan	Rich			Passed
Setup NW 8th street committee	Larry	Eleanor	Ryan			Passed

**Fairfield At Boca Homeowners Association, Inc.
21300 Lennox Drive, Boca Raton, FL 33486**

w/Eleanor lead						
RMC to Notice Owners for volunteers in Committees	Larry	Ryan	Eleanor	Eric		Passed
Adjourn Meeting	Eleanor	Rich	Larry	Ryan	Eric	Passed

Action Items

1. Implementation of passed measures by RMC and board members
2. Larry/Eric: Continue review yearly audit, discuss questions with accountant, and plan 3/5 year financial roadmap
3. Larry: Tag and tow details for the sub associations
4. Larry: Reach out to Lake Worth for easements
5. Larry/Ryan: Review roads authority and approach
6. RMC: Email announcing new committees and request volunteers
7. RMC: Continue bid process for irrigation, landscaping, lake, all roads, pool security, light posts/signs, military wall, Fairfield drive landscaping