

**BOCA LAKES CONDOMINIUM ASSOCIATION, INC.**  
**NOTICE OF BOARD OF DIRECTORS MEETING**

**DATE: THURSDAY, JUNE 27th, 2024**  
**PLACE: BOCA LAKES CLUBHOUSE**  
**TIME: 7:00 P.M.**

**AGENDA**

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF APRIL 10<sup>th</sup>, 2024 MEETING MINUTES**
- 4. TREASURERS REPORT**
- 5. UNIT 133 REPAIRS AND RESTORATION PROPOSALS**
- 6. FINING COMMITTEE MEMBERS**
- 7. ADJOURNMENT**

**The website address for the online meeting is <https://zoom.us>**

**The meeting ID is: 850 7441 8162**

**The passcode is: 256670**

**If you do not have video or audio capability on your computer, you may use your phone to dial in to the meeting by calling 13052241968**

# BOCA LAKES CONDOMINIUM ASSOCIATION, INC.

## INCOME STATEMENT

Start: 05/01/2024 | End: 05/31/2024

### Income

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Income</b>							
06310 Maintenance Fee Income	234,353.99	233,930.33	423.66	1,171,769.95	1,169,651.65	2,118.30	2,807,164.00
06315 Application Income	1,500.00	375.00	1,125.00	4,525.00	1,875.00	2,650.00	4,500.00
06320 Screening Income	1,225.00	0.00	1,225.00	1,750.00	0.00	1,750.00	0.00
06325 2024 SA Income	0.00	0.00	0.00	107,805.37	0.00	107,805.37	0.00
06345 Fines Income	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00
06350 Misc. Owner Income	100.00	0.00	100.00	835.25	0.00	835.25	0.00
06370 Reserves Transfer	7,118.01	7,118.01	0.00	35,590.05	35,590.05	0.00	85,416.17
06510 Transfer Fees	150.00	0.00	150.00	450.00	0.00	450.00	0.00
06905 Loan Interest & Fees Income	0.00	0.00	0.00	2,654.62	0.00	2,654.62	0.00
06910 Bank Interest Income	10.29	0.00	10.29	37.65	0.00	37.65	0.00
06920 Late Fee Income	(125.14)	0.00	(125.14)	2,328.86	0.00	2,328.86	0.00
<b>Income Total</b>	<b>244,332.15</b>	<b>241,423.34</b>	<b>2,908.81</b>	<b>1,328,746.75</b>	<b>1,207,116.70</b>	<b>121,630.05</b>	<b>2,897,080.17</b>
<b>Total Income</b>	<b>244,332.15</b>	<b>241,423.34</b>	<b>2,908.81</b>	<b>1,328,746.75</b>	<b>1,207,116.70</b>	<b>121,630.05</b>	<b>2,897,080.17</b>

### Expense

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>General &amp; Administrative</b>							
07010 Management Fees	3,083.00	3,083.33	0.33	15,415.00	15,416.65	1.65	37,000.00
07015 Administrative	1,006.64	625.00	(381.64)	3,704.54	3,125.00	(579.54)	7,500.00
07016 Postage	43.52	166.67	123.15	760.40	833.35	72.95	2,000.00
07018 Background Check	33.28	333.33	300.05	1,652.17	1,666.65	14.48	4,500.00
07019 Condo Fee	775.00	375.00	(400.00)	1,100.00	1,875.00	775.00	4,500.00
07020 Accountant	0.00	149.33	149.33	0.00	746.65	746.65	3,792.00
07021 Legal Fees	5,300.00	833.33	(4,466.67)	10,225.00	4,166.65	(6,058.35)	10,000.00
07022 Licenses & Fees	695.50	1,250.00	554.50	22,589.43	6,250.00	(16,339.43)	16,000.00
07022 Licenses & Fees	300.35	66.67	(233.68)	386.60	333.35	(53.25)	800.00
07028 Gov. Board/mtg. Revision	0.00	1,250.00	1,250.00	0.00	6,250.00	6,250.00	15,000.00
07045 Office Payroll	10,498.33	11,104.17	605.84	45,662.48	55,520.85	9,858.37	133,250.00
07280 Insurance	97,180.03	114,468.00	17,287.97	488,799.67	572,340.00	83,540.33	1,373,616.00
07510 Loan Interest & Fees	746.72	0.00	(746.72)	4,215.31	0.00	(4,215.31)	0.00
<b>General &amp; Administrative Total</b>	<b>119,662.37</b>	<b>133,704.33</b>	<b>14,042.46</b>	<b>544,510.60</b>	<b>600,534.15</b>	<b>55,993.55</b>	<b>1,444,150.00</b>
<b>Utilities</b>							
08910 Electricity	2,368.14	3,333.33	965.19	16,017.24	16,666.65	649.41	40,000.00
08911 Cable	27,216.90	28,031.75	814.85	134,933.81	140,158.75	5,224.94	336,380.00
08920 Telephone	0.00	583.33	583.33	1,144.21	2,916.65	1,772.44	7,000.00
08930 Water & Sewer	19,632.92	21,000.00	1,367.08	104,113.88	105,000.00	886.12	252,000.00
08970 Trash / Recycle	290.68	266.67	(24.01)	728.77	1,333.35	604.58	3,200.00
<b>Utilities Total</b>	<b>49,508.64</b>	<b>53,215.08</b>	<b>3,706.44</b>	<b>256,937.91</b>	<b>265,975.40</b>	<b>8,997.49</b>	<b>645,580.00</b>
<b>Maintenance</b>							
09015 Tree Trimming	0.00	3,750.00	3,750.00	0.00	18,750.00	18,750.00	45,000.00
09020 P&E Maintenance	392.00	400.00	8.00	1,960.00	2,000.00	40.00	4,800.00
09030 Termite Tenting	0.00	1,000.00	1,000.00	2,993.76	5,000.00	2,006.24	12,000.00
09035 Fertilization/Whitening	6,900.00	3,666.67	(3,233.33)	14,300.00	16,333.35	2,033.35	42,000.00
09040 Pest Control	8,535.00	1,000.00	(7,535.00)	11,915.00	5,000.00	(6,915.00)	12,000.00

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
09045 Security	4,005.47	4,500.00	494.53	21,445.24	22,500.00	1,054.76	54,000.00
09110 Repairs & Maintenance	3,945.25	833.25	(3,112.00)	11,598.25	4,166.25	(7,432.00)	9,999.00
09113 Maintenance Supplies	1,554.14	1,316.67	(237.47)	5,049.22	6,583.35	1,534.13	15,800.00
09114 Landscape Extras	1,000.00	1,166.67	166.67	1,000.00	5,833.35	4,833.35	14,000.00
09200 Landscaping Contract	27,200.00	13,600.00	(13,600.00)	68,000.00	68,000.00	0.00	163,200.00
09205 Electrical	0.00	416.67	416.67	0.00	2,083.35	2,083.35	5,000.00
09210 Gold Cart Repairs & Maint.	389.48	250.00	(139.48)	3,945.43	1,250.00	(2,695.43)	3,000.00
09215 Plumbing	1,695.00	1,000.00	(695.00)	1,695.00	5,000.00	3,305.00	12,000.00
09220 Front Gate Repairs & Maint.	0.00	666.67	666.67	0.00	3,333.35	3,333.35	8,000.00
09225 Pool Repairs & Maint.	0.00	416.67	416.67	0.00	2,083.35	2,083.35	5,000.00
09250 Irrigation	1,592.50	112.50	(1,480.00)	7,745.01	562.50	(7,182.51)	1,350.00
09252 Wet Check	3,300.00	1,100.00	(2,200.00)	3,300.00	5,500.00	2,200.00	13,200.00
09255 Janitorial/Maintenance Personnel	9,914.66	9,914.67	0.01	49,573.30	49,573.35	0.05	118,976.00
09257 Custodian Personnel	0.00	1,625.00	1,625.00	0.00	8,125.00	8,125.00	19,500.00
09260 Pool Maintenance	350.00	400.00	50.00	3,249.00	2,000.00	(1,249.00)	4,800.00
09265 Amenities Maintenance	0.00	250.00	250.00	0.00	1,250.00	1,250.00	3,000.00
<b>Maintenance Total</b>	<b>70,773.50</b>	<b>47,385.44</b>	<b>(23,388.06)</b>	<b>207,769.21</b>	<b>236,927.20</b>	<b>29,157.99</b>	<b>568,825.00</b>
<b>Reserve Contributions</b>							
09910 Reserves - Painting	835.33	835.33	0.00	4,176.65	4,176.65	0.00	10,024.00
09915 Reserves - Road/Driveway	307.88	307.88	0.00	1,539.40	1,539.40	0.00	3,594.50
09920 Reserves - Street Lights	101.58	101.58	0.00	507.90	507.90	0.00	1,219.00
09925 Reserves - Shingle Roof (Bldgs)	3,349.79	3,349.79	0.00	16,748.95	16,748.95	0.00	46,192.50
09930 Reserves - Tile Roof (Club House)	567.71	567.71	0.00	2,838.55	2,838.55	0.00	6,812.50
09935 Reserves - Asphalt Roads	806.60	806.60	0.00	4,033.00	4,033.00	0.00	9,679.25
09940 Reserves - Pool	127.30	127.30	0.00	636.50	636.50	0.00	1,527.63
09945 Reserves - Mailbox	203.72	203.72	0.00	1,018.60	1,018.60	0.00	2,444.64
09950 Reserves - Golf Carts	229.17	229.17	0.00	1,145.85	1,145.85	0.00	2,750.00
09960 Reserves - Irrigation Pumps	172.26	172.26	0.00	861.30	861.30	0.00	2,067.15
09965 Reserves - Tennis Court	416.67	416.67	0.00	2,083.35	2,083.35	0.00	5,000.00
<b>Reserve Contributions Total</b>	<b>7,118.01</b>	<b>7,118.01</b>	<b>0.00</b>	<b>35,590.05</b>	<b>35,590.05</b>	<b>0.00</b>	<b>87,115.15</b>
<b>Total Expense</b>	<b>247,062.52</b>	<b>241,423.36</b>	<b>(5,639.16)</b>	<b>1,094,807.77</b>	<b>1,207,116.80</b>	<b>112,309.03</b>	<b>2,897,080.17</b>
<b>Net Income</b>	<b>(2,730.37)</b>	<b>(0.02)</b>	<b>(2,730.35)</b>	<b>233,938.98</b>	<b>(0.10)</b>	<b>233,939.08</b>	<b>0.00</b>

# **Garrem Construction, LLC**

15May24

Sent via: Hand delivered

## **Exhibit "A"**

Sent via: email

Mike Ferretti – Boca Lakes Condominium Association  
8768 Chevy Chase Dr.  
Boca Raton, FL 33433

RE: 8608 Chevy Chase Drive

Dear Mike,

Thank you for the opportunity to provide you with revised pricing for the above-referenced repair. The cost for the work will be **\$38,282.00**. Due to the shortage of materials and continual price increases, we can only hold this price for seven (7) days. In addition to this, Garrem Construction will do everything possible to complete this project in a timely fashion. However, cannot be held responsible for material shortages and/or delays in deliveries. The estimate is based on our walk-thru and discussion, along with exclusions and qualifications herein. A detailed scope breakdown is below for your review. Should you have any questions, please do not hesitate to contact me.

- 1- Signed and sealed structural repair drawings required by HOA
- 2- Select demo as discussed and seen in the photos
- 3- Frame, hang, and finish at repaired walls only
- 4- Furnish and install new poured in place concrete column, with #4 rebar and remove and replace CMU block as required
- 5- Furnish and install new CMU knee wall with #4 rebar and poured cap or U block
- 6- Furnish and install wood buck for new window
- 7- Repair stucco (as required) to match existing. Garrem will do its best to apply stucco textured finish as close as possible
- 8- Furnish and install new, non-impact, jalousie window
- 9- Paint walls affected by construction only. Garrem Construction will not be responsible for paint shading. However, will paint corner to corner eliminating that possibly. Paint to be provided by HOA
- 10- Miscellaneous electric work is included
- 11- All debris to be removed off premises by GC
- 12- GC is not responsible for any electric, plumbing, or AC
- 13- General clean-up daily and final clean of affected areas only
- 14- Work to be done during normal business hours (no overtime has been included in this proposal)

### **Excludes:**

1. Architectural and Engineering design
2. Permitting or fees
3. Mold, or asbestos and/or mold, or asbestos remediation
4. Repairs to any unforeseen conditions
5. Removal of personal items/furniture
6. Exterior fencing
7. Pool deck and/or pool resurfacing
8. Existing code violation
9. Landscape & irrigation repairs
10. Flooring
11. Electrical panel upgrades
12. Any/All work not previously mentioned above

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Sincerely,

Michael P Garreffi  
Managing Member

Cc: File (s)

Sincerely,

Michael P Garreffi  
Managing Member

Cc: File (s)

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Date:	5-24-2024	Name:	Boca Lakes
Company:	North Star Contractors	Job Name:	8608 Wall Repair
Address:	1940 SE 2 <sup>nd</sup> Street	Job Address:	8608 Chevy Chase Drive
City:	Pompano Beach, FL 33060	City:	Boca Raton, FL 33433
Email:	Jeff@NorthStarContractors.net	Email:	Todd-
Phone:		Phone:	Todd -
Contact:	jeff	Proposal #:	BL05242024JW

### Scope of Work

#### **Prep/demo**

Move all items out of the living room, any wall covering, blinds etc. will not be salvaged. Move all furniture to create a work area. Install protection to floors, fixtures and furniture as needed. Install a floor to ceiling barrier to cordoned off work area from house. Nobody can be in the house while work starts. Front door will need removal. New door is NOT included but it may need to be changed out if engineer specs.

1. Remove debris is work area. Boarded up area, window etc..
2. Add lally supports and shore posts to support structure.
3. Cut out additional areas as directed by engineering.
4. Dispose of material (dumpster in driveway).
5. Board up as needed.
6. Dispose of shutter, cannot be salvaged.

#### **Building:**

1. Rebuild concrete wall per engineering.
2. Drywall installation. Up to prime, no paint.
3. Baseboards.
4. Ceiling damaged, repair as needed, transition to existing up to prime.
5. Install impact window, will not exactly match other in community. Existing window is non-impact but new installs requires either impact or non-impact and add a shutter. We cannot close our permit if we are waiting on resident to install a shutter.
6. Exterior stucco. Wire lathe, bonding agent, scratch coat, final coat, hot stucco primer, paint.
7. Soffit repair, gutter as needed.

#### **Electrical:**

1. Reinstall outlet as needed.
2. Low voltage for door chime as needed.
3. Foyer lighting as needed.

1940 SE 2<sup>ND</sup> STREET POMPANO BEACH FL 33060  
 954.979.7185 FAX 954.979.9439  
 Admin@NorthStarContractors.net  
 CGC1515661 . CCC1328658



**Plumbing:**

N/A

**Mechanical:**

N/A

**Final:**

1. Commercial cleaning crew; there is already dust throughout the residence and despite closing things off construction debris and dust will be unavoidable.

Total Labor and Material.....\$33,868.00

Permits and Engineering not included. This is a proposal based on visual, we cannot give exact estimate until we have a blueprint to follow provided by an engineer. Also, a special inspector will be used for progress, provided by responsible party. This quote is valid 30-days. After acceptance of proposal a contract will be generated with terms. We are not responsible for hidden conditions. Upon approval an A105 contract will be produced and contractor and owner will discuss terms prior. Due to Covid-19 material availability and price is subject to market fluctuations. Increases in the amount more than the U.S. average annual increase of materials of 2% will be billed directly at cost to the customer for the term of the Contract.

*Approved & Accepted by Seller:* North Star Contractors Inc.      *Approved & Accepted by Purchaser:* Boca Lakes

\_\_\_\_\_  
**By:** Jeff Wick  
 Chief Financial Officer

\_\_\_\_\_  
**By:**  
 Title

This proposal may act as an agreement between North Star Contractors and Customer named above, after signing Subject to credit approval by North Star Contractors Inc. Terms are on a net 15 billing cycle. Transactions paid with a credit card are subject to a 3% fee. Prices for this proposal are valid for thirty days from the proposal date. Interest of 1 1/2% per month will be charged on accounts past due. Buyer has the right to cancel contract within 72 hours of the date signed of said contract. After 72 hours' cancellation of this contract may be achieved by paying 30% of the contract price or work to be performed as outlined in this proposal. The cancellation of this contract must be in writing. All Engineering, Testing, Survey, & Permit Fees are not included in this Proposal

**1940 SE 2<sup>ND</sup> STREET POMPANO BEACH FL 33060**  
**954. 979. 7185 FAX 954. 979. 9439**  
**Admin@NorthStarContractors.net**  
**CGC1515661 . CCC1328658**