



Madison Place of Pompano Beach Homeowners Association, Inc.

1001 Northwest 33RD Manor
Pompano Beach, FL 33064-5931

Board of Directors

Erik Shryock | President
Sierra Bubbs | Vice President
Alexander Fenech | Secretary
Larry Singh | Treasurer
Joseph Davidson | Director

MEETING MINUTES

MEETING TYPE: Member Meeting

DATE: Monday, August 20, 2018 @ 7:00 p.m., local time

LOCATION: Pool Pavilion

- 1) The meeting was called to order by the President of the Association at 7:01 p.m.
- 2) Quorum was established with Four (4) of Five (5) Board Members present.
- 3) Proof of Notice of Meeting was provided by CAM to Secretary and Board; Board Members acknowledged seeing the notice posted at least two (2) weeks in-advance of the meeting.
- 4) Reading of Minutes of Prior Member Meetings resulted in a motion to waive the minutes of said meeting and accept them into record. (*see Motions Summary*)
- 5) Member Concerns – Numerous Members were present and expressed the following concerns:
 - a. Parking: A Member stated that the daily parking was annoying and that longer-term parking should be evaluated.
 - i. The Board Discussed the potential solutions and agreed to modify the parking form to include the CAM as a recipient of the Form and to issue passes; and
 - ii. Longer-term parking can be approved on a case-by-case basis following termination of the parking at the Church; and
 - iii. This system will need to be updated and that may take some time.
- 6) Regular / Standard / Old Business:
 - a. TREASURY – Balances are at approximately \$9,000 for the Operating Account and \$27,000 for the Reserve Account.
 - i. A special Treasury / 2019 Budget Meeting will be held on WED 29 AUG 2018 at 7:00 p.m. at the offices of Metropolitan Property Group Florida, LLC at 2755 E Oakland Park Blvd, STE 200, Fort Lauderdale, FL 33306. Any Member may attend. The meeting is being held there as they have a big-screen TV upon which everyone will be on the same page.
 - b. Board Member Concerns
 - i. Church Parking – Will be going away effective 20 SEP 2018 and notice to residents will be served to that effect as soon as it can be approved; and
 - ii. Parking Guest & General – Was addressed in Member Concerns; and
 - iii. Towing – Matt J will be going to All County to see if he can get a copy of the contract; and
 - iv. Fire gate(s) – Not locked. Fire Marshall hasn't cited the Community; and
 - v. Gate System – Outstanding payment since June; wasn't included in transition materials for new management; Wednesday, August 22, 2018 is the next scheduled repair appointment.
 - vi. Fee for gate system changes (names, numbers, et. al.)
 1. The Association will begin putting names in separately whenever a couple wishes to do this. The cost will be \$20.00 after the first person. So if a household has three (3) person(s), the modification would cost \$40.00.
 2. Other changes for tenants, etc. will be \$20.00 per person per instance. There is no "Free" change except for new owners purchasing the property and Quit-Claim Deeds and other such changes shall not constitute a change in ownership.
 - vii. Charges for damages during car accident – Sierra has forwarded all information to Matt J and he will prepare the invoice for the Board's Review.



MANAGED
BY

METROPOLITAN PROPERTY GROUP FLORIDA, LLC
MATT JELINEK, LICENSED CAM 46341
2755 E OAKLAND PARK BLVD, STE 200
FORT LAUDERDALE, FL 33306-1671

PHONE 954.372.1043 EXT. 6
EMAIL INFO@MPGFL.COM
WEB MPGFL.COM



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7) COMMITTEE UPDATES

- a. **ARCHITECTURAL REVIEW COMMITTEE (ARC)** – Has not met since the July 16, 2018 Member Meeting.
- b. **COMPLIANCE COMMITTEE**
 - i. Violation Notice issued to 1004 NW 33RD CT for unapproved tenant; Complied
 - ii. Violation Notice issued to 1016 NW 33RD CT for vacation rental; Complied
 - iii. Violation Notice pending to 1028 NW 33RD CT for two infractions:
 - 1. Installation of pavers without authorization; and
 - 2. Plants in pots in violation (must be on stoop);
 - a. Management has a minor correction to make and will send out the form next week.
- c. **FINING COMMITTEE** – Volunteers needed; The following members were willing to volunteer:
 - i. Member – Angela Allen, 1067 NW 33RD MNR
 - ii. Member – Wilshier Rose, 1090 NW 33RD MNR
- d. Developer Concerns (Alexander Fenech, Secretary, Chairperson – ARC) – The concerns are proceeding, but if we're not getting enough accomplished by/before Labor Day (Monday, September 03, 2018), Alex may seek out assistance or hand things over. While things haven't stalled completely, they are progressing slower than he had anticipated. We need to work on getting our own quotes and having the developer cut the Association a check for repairs to the elements that require it.
 - i. Driveway pavers
 - 1. These are one of the chief concerns. D.R. Horton had a quote for \$700/driveway; Metropolitan got a quote that was actually **less** at about \$600/driveway;
 - ii. Pedestrian gates are having the locks changed for improved security.
 - iii. All items will be reviewed at September 17, 2018 Member Meeting.

8) QUOTES – Matt J:

- a. Insurance (not back yet)
- b. Gate changes (not back yet)
- c. Landscape Maintenance –
 - i. Current vendor: Green Experts; budget is \$39,000 for all landscaping and Year-to-Date the Association has spent about \$1,000 more than was anticipated; and
 - ii. Quote: A quote from Top Cut Landscaping, LLC was received. For all services: grass cutting at 19 times per year; monthly hedge trimming and weed control; monthly trimming as needed and hurricane prep trim, price was \$56,000.00 per year.
NOTE: Matt J is planning to meet with Robin to go over everything for Green Experts to see if we can work on the pricing for the 2019 Budget.
- d. Janitorial Services –
 - i. Property Keepers (former management co.) was charging \$660.00 per month and only cleaning up the trash.
 - ii. Metropolitan Property Group is charging \$40.00 per hour and is cleaning up the property lines, fencing, trash inside the fence, hauling trash cans out and putting them back in and picking up downed palm fronds as well as reporting on vehicles parked in the street and unattended children in the pool. Billing for July 2018 was about \$130.00.
- e. Gate Repairs –
 - i. Property Keepers was calling a gate company to make repair to the gate at a charge of \$180 - \$230 per visit and was not billing those charges to the people who broke the gate. **This has resulted in gate repairs being more than \$5,000 over budget (year-to-date).**



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- ii. Metropolitan is repairing the gate through their maintenance division and is charging \$40.00 per hour. Metropolitan is also billing the owners for the damage. To date they have charged \$230.00 for gate repairs (about 8 repairs) and they have billed more than \$120.00. This will hopefully counter-balance the overage we experienced.

9) New Business:

- a. Rules & Regulations will be submitted to the Board of Directors for approval electronically then to legal before going before the Membership for a vote to adopt them; and
- b. Documents Review with Matt J is tabled until Wednesday, August 29, 2018 at 7:00 p.m.
- c. Board Certifications with Matt J is tabled until Wednesday, August 29, 2018 at 7:00 p.m.
- d. Treasury Report, Full fiscal reporting from 01 OCT 2017 to present is tabled until Wednesday, August 29, 2018 at 7:00 p.m.
- e. **2019 Preliminary Budget Discussion is tabled until Wednesday, August 29, 2018 at 7:00 p.m.**

10) The next meeting is scheduled for: **Wednesday, August 29, 2018 at 7:00 p.m.**

11) The next regular meeting is scheduled for: **Monday, September 17, 2018 at 7:00 p.m. at the pool pavilion**

12) The meeting was adjourned by unanimous adoption of the Motion at 8:45 p.m., local time.



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SUMMARY OF MOTIONS

In the table below, M = Motion; S = Second; Y = Yea; N = Nay; A = Abstain

Three (3) affirming votes are required for passage. "Unanimous" means all present Board Members.

MOTION	PRESIDENT	VICE PRESIDENT	SECRETARY	TREASURER	DIRECTOR	Affirming Votes
Motion to waive reading of prior member meeting and enjoin into the official record.	S	Y	M	Y	Y	5/5
Motion to adjourn.	Y	S	Y	M	Y	5/5

All Motions during this Board Meeting were approved.

Having been voted on and adopted into the record, this document is hereby signed on this the 29TH day of AUGUST, 2018 by the Secretary of the Association:

DocuSigned by:

Alexander Fenech, Secretary

ACKNOWLEDGED BY THE MANAGER:

DocuSigned by:

Matt Jelinek, CAM (LIC# 46341)



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