

## Homeowners Association Monthly Meeting January 13, 2022- Approved on 3/10/22

**Location:** Doral Park Country Club/via teleconference  
**Time:** 7:00 pm

**In attendance:**

**Village of Doral Greens HOA - Board of Directors - 2020**

Carlos Castillo – President  
 Trinidad Garcia – Excused  
 Ricardo Brugal – Treasurer (absent)  
 Lydia Perez- Secretary  
 Celi Balshem - Director

**Management Company - APG:**

Joan Kay

<b>Call to Order/ Row Call</b>	Meeting called to order by President Castillo at 7:00 pm. Quorum achieved.
<b>Meeting Minutes Approval</b>	<b>Motion</b> made by Carlos Castillo, seconded by Celi Balshem to approve the December 2021, HOA meeting minutes, as presented. Motion passed
<b>Class A Member</b>	<ul style="list-style-type: none"> <li>• Enrique Aguila – Reported that the tenants of 5236 NW 103 Ave, have moved out and left furniture in the common areas to be discarded. He has also requested for Allied to check behind the homes when conducting their community checks.               <ul style="list-style-type: none"> <li>○ Joanna will investigate the discarded furniture and will have it removed</li> </ul> </li> <li>• Andrea Arce- Reporting the landscaping behind her house that needs attention. The fichus are sick and full of weeds. She also reported the pavers in her driveway that are raised and damaged by the common area tree roots. She has been reporting this for the last two years. Lastly, she reported that she has requested a car entrance sticker from Allied over a year ago and is still pending</li> <li>• Diana Gomez- voiced concern over the various reported pavers damages caused by tree roots and the Board's position on the covering damages.</li> <li>• Pierre Christ- requested for the zoom meeting access be provided to other Board members to avoid delays or cancellation when the host is not accessible. Also reported the importance of mulching in the community as it protects the soil and landscaping. Also mentioned the need to address the issue with the electrical panel at the guard house for the gate access.               <ul style="list-style-type: none"> <li>○ Board and APG to use a PM provided teleconference media for future meetings.</li> </ul> </li> </ul>
<b>Financials</b>	<ul style="list-style-type: none"> <li>• Financials provided by Allied prior to the meeting.</li> <li>• Financials reports are dated Nov 20 – This should be more current and will need to track the new payments from the homeowner reflecting the new dues amount.</li> <li>• Year of end report is not provided due to the bank statements not being sent to APG               <ul style="list-style-type: none"> <li>○ Joanna will get with Ana to provide online bank access to the two assigned Board members.</li> <li>○ Joanna to get with APG to provide more real-time financial reports moving forward in 2022.</li> </ul> </li> </ul>
<b>Landscaping – Repairs</b>	<ul style="list-style-type: none"> <li>• Work on the tree root damages on 10251 and 10253 NW 52 Terrace has been approved by the board. The issues remains on the HOAs responsibility on the removal and replacement of the pavers.</li> </ul> <p><b>Motion:</b> Lydia Perez made a motion, seconded by Celi Balshem, to consult Legal on this issue and obtain a written resolution and positioning of the HOA. Motion passed.</p>

	<ul style="list-style-type: none"> <li>• Irrigation work quote received from PB for work performed on 10212 NW 52 Terrace (tree blown over by storm) to be clarified with PB.             <ul style="list-style-type: none"> <li>○ APG to get clarification from PB if this is a new work or the work performed on November that perhaps was not paid by HOA.</li> </ul> </li> <li>• Dead tree removal – the quote is for removal of 5 trees but is not clear on the type of work that is going to be done (stump grinding). PB needs to assess the location to avoid plumbing and utilities line damage.             <ul style="list-style-type: none"> <li>○ APG to check PB on the status and dates of work.</li> <li>○ APG to check with PB on the pending survey of the location.</li> </ul> </li> <li>• These estimates have been approved. Pending scheduling.</li> </ul>
<b>2022 Elections</b>	<p>Election package received from the attorney today and distributed to the Board. Some questions were raised over the assignment of blank proxies. It was agreed to keep the proxy simple, clear and unbiased. Unassigned proxies to be nullified.</p> <ul style="list-style-type: none"> <li>○ Lydia will contact attorney tomorrow to modify the proxies as agreed by Board.</li> </ul>
<b>Insurance</b>	<ul style="list-style-type: none"> <li>• 2022 Insurance renewal signed and paid.</li> <li>• There are some areas where insurance coverage may be modified. This can be explored for the 2023 renewal. An extension should be requested from the carrier by mid-year (3-4 months before policy expires to have extra time to consider all coverage options.</li> </ul>
<b>Bylaws</b>	<p>Committee proposed meetings with the Board to review the proposed changes and get input but have not been successful obtaining response from Board member or participation. Committee is asking for clarification on the projects process (when to present to the attorney, when to present to the residents, how to obtain approval, what are the next steps?)</p> <p>Board agreed to hold the next review meeting on Wednesday, January 19 at 6:30pm.</p> <ul style="list-style-type: none"> <li>○ Celi will send out meeting invitation and will post on bulletin board.</li> </ul>
<b>Security Deposits</b>	<p>APG has alerted us that security deposits should not be collected from tenants, per our documents. Security deposits are currently collected to cover for any damages caused by tenants to the common areas.</p> <p><b>Motion:</b> Carlos Castillo made a motion, seconded by Celi Balshem, to contact our legal firm to discuss the legality behind whether to collect or not security deposits from tenants and what can be done to be able to collect and/or to protect the community from such damages. Motion passed</p>
<b>Mulch proposal</b>	<p>Tabled from December 2021.</p> <ul style="list-style-type: none"> <li>• Tabled from December.</li> </ul>
<b>Landscaping Roadmap for 2022</b>	<p>The landscaping situation in the community to be looked at and develop a master plan in phases to address mulching, sod, shrubs cleanup, trimming, weeds, white fly, irrigation, etc.</p> <ul style="list-style-type: none"> <li>○ The Beautifying Committee, spearheaded by Ana Portela and Diana Gomez to walk the community and begin the preparation of the plan.</li> </ul>
<b>Storage Room</b>	<p>Storage room was cleaned out and the rental contract cancelled. APG removed all the items, mostly old documents (that are not needed) and Christmas lights.</p> <p>Board authorized APG to discard all the lights and documents not required by law to be kept.</p>
<b>Entrance Gate Repair</b>	<p>Two issues present at affecting the guardhouse and entrance gates.</p> <ol style="list-style-type: none"> <li>1. Electrical panel located between the mailboxes and the entrance lost its protective panel. This panel controls the guardhouse, gate and the irrigation system</li> <li>2. Conduit for cables from guardhouse to gate arm. A trench for new wiring is needed. This required City permit.</li> </ol> <ul style="list-style-type: none"> <li>○ Carlos Castillo to develop scope of work and contact electrician for quote.</li> </ul>

<b>APG contract/Service Agreement review</b>	Tabled
<b>Community Paint Project</b>	Community Paint, exterior wall and fences - Tabled Committee to be named and project planning to begin.
<b>Resident Entrance Decals</b>	Two residents' requests pending decals: <ul style="list-style-type: none"> <li>1- Andrea Arce</li> <li>2- Ruz Alaz (10205 NW 52 Lane) requested 2 decals.             <ul style="list-style-type: none"> <li>o Joanna will look into these requests and action.</li> </ul> </li> </ul>
<b>Adjournment</b>	<p><b>Motion</b> to adjourn meeting at 9:00 pm, made by Carlos Castillo, seconded by Celi Balshem. Motion passed.</p> <p>Next Meeting: General Assembly/Elections Meeting – February 10, 2022, at 7:00 pm</p> <p>Next HOA Meeting: Thursday, <b>January 17, 2022</b>, at 7:00pm*</p> <ul style="list-style-type: none"> <li>• Meeting rescheduled.</li> </ul>