

The Landings Maintenance Association, Inc

Board of Directors Meeting

March 28, 2017 6:30pm
Bonaventure Town Center Club
16690 Saddle Club Rd., Weston, Florida 33326

MINUTES

Call to Order

The Meeting was called to order at 6:37 PM by Debra Boles, President.

Roll Call

The following Directors were present: Scott Ressler, Debra Boles, Andrew Medina, Bruce Gamache, and Michael Bakalar; thus representing a Quorum and allowing the Association to carry forward with the business of the meeting.

Ron Jacobowitz joined the meeting at 7:05 PM.

Andrew Newman did not attend the meeting.

Also present was Larry Ellman of Pro Community Management.

Proper Notice of Meeting

Notice of the meeting was posted on the property at least 48 hours prior to the meeting as required by Florida Statute

Approval of January 24, 2017 Board of Director's Meeting

A motion was made by Mr. Medina to accept the Minutes of the January 24, 2017 Board of Director's Meeting as presented.

The motion was seconded by Mr. Gamache and it carried unanimously by all present.

Review of Certain Items Within the Community

- **395 Mallard Road Update**

Mr. Ellman updated the status of 395 Mallard foreclosure by the bank in February.

The certificate of title was transferred to the bank.

Mr. Ellman will compile a list of expenses over the prior 12 months and present it to the bank for reimbursement.

- **Homeowner Receivables**

Mr. Ellman updated the status of homeowner receivables.

All homeowners are current except for one homeowner in Mallard.

Miscellaneous receivables from Comcast and one homeowner have all been collected.

- Quarterly Community Inspections
Mr. Ellman discussed a summary of recent inspections of Pelican and Mallard. Egret will be done this week. Homeowners will be notified by email that inspections are being done for the entire community and that violation notices will be issued in April.
- DynaServ Contract
Mr. Ellman indicated the contract has been finalized with a revised end date of December 31, 2019 at 2017 prices through the end date.
- 2016 Audited Financial Statements and Tax Return
Mr. Gamache and Mr. Ellman updated the Board. The audit should be complete within a week and the audited financials will be forwarded to the finance committee for review and approval. The tax return will be completed following approval of the audited financials.
- Guardhouse Sewer Line Repairs
Mr. Gamache updated the Board on the completion of the guardhouse sewer line repairs and the final steps required to obtain final permit approval. The final engineering report and the new “as built” survey have not yet been received. Final landscaping restoration is pending due to the delay in the engineering reports.
- Financial Statements, Replacement Fund Projects and Landscape Projects
Mr. Gamache reviewed the February YTD financial summary for the Operating Fund. There were no major items to report.

Mr. Gamache reviewed the Replacement Fund projects, 2017 budget and February YTD spending. Mr. Ellman indicated that the street/root repair work should begin in late April. Permit approvals are still pending.

Mr. Jacobowitz updated the timing of the new visitor management system upgrade.

Mr. Medina agreed to work with Mr. Ellman to determine the best solution to back up all homeowner data on the computer.

The Board discussed the estimated costs, priority and funding for 3 additional projects (guardhouse roof, landscape lighting for the back center island and replacement of street light bulbs with new “down light” bulbs.

In conjunction with the Board discussion of the Replacement Fund projects, Mr. Gamache reviewed the landscape extras 2017 budget and the list, estimated cost (\$4,779) and priority of 4 proposed landscape projects.

The Landscape committee will review the locations and finalize types of bushes for each of the 4 locations.

A motion was made by Mr. Rassler, seconded by Mr. Gamache and approved by all present, to authorize the following:

\$7,500 new guardhouse roof by K&C Roofing

\$7,500 for the 4 landscape projects plus any additional landscaping for the back or front center islands if required

Purchase of a few new “down light” light bulbs (bright white and soft white) to test in the street lights. Estimated cost is not more than \$500.

- Cul De Sacs

There are 14 cul de sacs.

Mrs. Boles and Mr. Gamache updated the Board on the status of the cul de sac restoration project, including 7 locations that have new grass and new landscape lights, 3 locations that have just new landscape lights and 4 locations that do not require immediate renovation and can be considered for the 2018 budget.

2 cul de sacs were renovated in March with new sod and landscape lights at Egret Way and Egret Court.

ADJOURNMENT:

Mr. Medina moved to adjourn the meeting.

Mr. Bakalar seconded the motion and it carried unanimously at 8:35 PM.