

# **The Landings Maintenance Association, Inc**

## **Board of Directors Meeting**

September 27, 2016 6:30pm  
Bonaventure Town Center Club  
16690 Saddle Club Rd., Weston, Florida 33326

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### **MINUTES**

#### **Call to Order**

The Meeting was called to order at 7:15 PM by Bruce Gamache.

#### **Roll Call**

Present were Directors: Bruce Gamache, Scott Rassler, Debra Boles, Andy Newman, Michael Bakalar, Andrew Medina and Ron Jacobowitz; thus representing a Quorum and allowing the Association to carry forward with the business of 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 July 26, 2016 Board of Director's Meeting**

A Motion was made by Mr. Medina to accept the Minutes of the July 26, 2016 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**

- **Homeowners Forum**

The Board members answered questions from homeowners including the status of the guardhouse project and sewer line repairs, the Association's reserves, pressure cleaning sidewalks and the status of 395 Mallard Road.

- **395 Mallard Road House**

Mr. Bakalar updated the Board on the status of his previously approved purchase of the home in a short sale process with the bank.

- **Pressure Washing Services**

Mr. Gamache reviewed the benefits of changing contractors to Bel Air Maintenance (BAM) for pressure washing services for the common areas and the homeowners' sidewalks and the annual cleaning of the light posts.

1. Mr. Jacobowitz made a motion to approve contracting BAM. The motion was seconded by Mr. Gamache and it carried by a majority vote of 6-1 with Director Mr. Bakalar opposing.

- Homeowner Late Fee Policy

Mr. Gamache and Mr. Ellman reviewed the large number of late payments of quarterly fees from homeowners and the resulting amount of administrative work that is required to collect the past due amounts. They recommended moving the deactivation of gate tags from 45 days past due (under the current policy) to 30 days in order to incentivize homeowners to pay on time and to reduce administrative work.

1. Mr. Jacobowitz made a motion that effective January 1, 2017, the Late Fee Policy would be amended as follows:

After 15 days the same \$25 late fee will be charged and a letter will be sent to the homeowner indicating that their gate tags will be deactivated on the first day of the following month if the quarterly payment and the late fee are not paid by the end of the month in which the payment is due.

The reactivation fee shall be \$30 per tag and shall be paid to the Association per the current policy.

The \$25 late fee will be paid to the Property Manager as an administrative fee. The Property Manager shall pay the related costs of preparation, mailing and postage.

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

- Landscaping

The Board discussed the problem with water main breaks due to root damage and the replacement of the philodendrons on either side of the guardhouse with sod. The Board agreed to continue to evaluate the issues and address it at the next Board meeting.

The Board discussed the program to upgrade additional cul de sacs including a new Dynaserv landscape proposal for \$1,375 for the cul de sac at 211 Landings Blvd. Mr. Rassler requested that the lighting upgrade (estimated at \$2,000 per cul de sac) be included at the same time.

1. Mr. Jacobowitz made a motion to approve a \$12,000 budget to renovate 3 additional cul de sacs. The motion was seconded by Mr. Rassler and it carried unanimously by all present.

- Security Guard and Gate Access Software

Mr. Jacobowitz discussed the benefits of the security guard proposal from Dynamic Integrated Security that included roving patrols and parking enforcement. The Board agreed to evaluate the proposal and revisit other proposals before the next Board meeting.

Mr. Jacobowitz also discussed the benefits of the Gatehouse software modules for web access, phone access and smartphone access. The Board is interested in adding these enhancements that would reduce administrative time and paperwork and would put the control into the hands of the homeowner to update their vendor/guest lists.

Mr. Jacobowitz will obtain price quotes for the enhanced modules.

- 2017 Budget

Mr. Gamache reviewed the proposed 2017 budget assumptions and issues that had been reviewed by the finance committee. The budget includes an increase in the 2017 quarterly homeowner fee from \$545 to \$555.

1. Mr. Medina made a motion to approve the 2017 Annual budget as proposed. The motion was seconded by Mr. Jacobowitz and it carried unanimously by all present.

**ADJOURNMENT:**

Mr. Bakalar moved to adjourn the meeting; Mr. Gamache seconded the motion and it carried unanimously at 9:07 PM.