

Forest Lakes Master Association Inc.

Board of Directors Meeting

Tuesday, June 6, 2017

I. Meeting called to order at 7:12 PM.

II. BOD Members present:

Dennis Tooker	<i>President</i>
Mauricio Escobar	<i>Vice President</i>
Louis Mazzio	<i>Treasurer</i>
Gustavo Barrios	<i>Secretary</i>

BOD Members absent:

Keith McClure	<i>Director</i>
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Representative from Lennar Homes

Also Present:

Lurlaine Gonzalez	<i>Property Manager</i>
Ginett Lara	<i>Recording Secretary</i>
Jazmine Belle	<i>Delta 5 Security</i>
Beatriz Klein Waechter	<i>Resident – 16318 SW 100 Terr</i>
Omar Garcia Jr.	<i>Resident – 16336 SW 100 Terr</i>

III. Approval of Previous Meeting Minutes (5/2/17)

- **MOTION #1:** Gustavo Barrios moved to approve 4/4/17 meeting minutes; seconded by Mauricio Escobar.
PASSED: All in favor, motion passes unanimously.

IV. Security (*presented by Delta 5*)

- Account Manager Jazmine Belle provides the board with an update on all the changes and improvements that have taken place within security since the last board meeting. All points are as follows:
 - Five (5) vehicles were towed this month within Lennar Townhomes; one of them was a red Jeep Wrangler that repeatedly keeps parking on the road and by now has been towed about 5 times.
 - Four (4) outdated parking and towing signs were updated and replaced by Delta 5.
 - All the security guards have been replaced for Forest Lake Master and have been personally trained by Jazmine Belle herself. Jazmine explained this security staff is an older crowd which she feels will be more likely to obey and execute the community's rules and recent concerns.
 - Security vehicles lights have been implemented on a 24/7 basis as well as a total of 57 scan points.
- Jazmine Belle also advised of an incident in which they noticed a MetroPCS advertisement truck parked in a spot in which it obstructed view of oncoming traffic; the owner of the vehicle was advised to move and continuously refused. Finally, Delta 5 informed the police of the situation, to which they responded, forced the truck to relocate and the owner complied.

V. Reports

Financial Report: (*Presented by Dennis Tooker*)

- Lurlaine Gonzalez to follow up with accounting about closing the Executive National Bank account; checks should be cut to transfer the money out.
- An item is over budget \$184 because an expense has been incorrectly posted to the Repairs & Maintenance expense. Dennis Tooker advises Lurlaine Gonzalez that the money for the Kilby bill should actually come out of the General Reserves.

- A Siegfried bill for \$13,000 which was paid from the Legal account, was preciously requested to come out of General Reserve and such transfer has yet to take place. Lurlaine Gonzalez to follow up on this matter as well.

Legal Report:

- The sale on the shopping center is confirmed to have closed. The new landlord of the shopping center has proposed new insurance requirements to the association for a total premium of \$3 Million, to which both attorney and the association's insurance agent are strongly opposed to.
- The task for attorney, Caridad Rusconi, is now to find out what the terms are for negotiating the total insurance premium. Forest Lakes Mater Association is not currently understanding why it is required to be \$3 Million, but are, however, prepared to pay as much as \$2 Million. Dennis Tooker will take it upon himself to reach out to Caridad Rusconi on this matter.
- Lurlaine Gonzalez met on site with the property manager of the shopping center, Diana Urbina, to which she discussed several items with. Lurlaine expressed that Diana seems very involved with the property and is willing to work together to resolve ongoing issues such as maintaining the back side of the shopping center clean of trash and debris.
- Per Lurlaine's conversation with Diana Urbina, she explains that the new owners of the shopping center are Canadian, and are very involved and hands on. They would like to eventually meet with the Forest Lakes Master Board. They are also proposing a new layout for the office space. The new layout is more conventional to the use of the space but ultimately the landlord does require the space to be included within the insurance coverage, as previously mentioned.
- As for the The Kendall Federation of Homeowners, they questioned as to how they became part of the covenant and in turned have agreed to a quit-claim deed.

Manager's Report:

- *Lake Discussion* – Lurlaine Gonzalez has acquired 3 new proposals for an extra cleaning of the lake from Lake Doctors, Lake & Wetlands, and Allstate Resources; however, the estimates are mostly priced for scopes such as debris removal but not algae skimming. Gustavo Barrios mentioned that the lake should be periodically skimmed to remove surface algae that collects in certain pockets of the lake. Per similar previous experience with relevant subcontractor, Louis Mazzio proposes that the board considers installing a bubbler to circulate the water in the affected areas which can be much more cost effective than the option to install a fountain. Dennis Tooker asked Louis Mazzio to look into the subcontractor from his past experience and try to attain a quote.
- Per previous exchanges with the City which treats the lake monthly, they advise they do not have any oppositions about Forest Lakes hiring a separate contractor to treat the lake once between visits, however, she requests a report of what chemicals will be used and when to make sure it is not being over-treated.
- Dennis Tooker proposes moving forward with this matter by awarding the contact to Allstate Resources to perform an extra cleaning a month, to take place mid-month between the county's lake visits.
- **MOTION #2:** Mauricio Escobar moved to award the contract to Allstate Resources for 1 extra cleaning of the lake a month; seconded by Gustavo Barrios.
PASSED: All in favor, motion passes unanimously.
- Mauricio Escobar later suggested having the janitor, Armando, use an extended net to periodically skim the lake for algae in most affected areas, as well as picking up any accumulated debris such as coconuts and trash only on the weeks when the lake is not scheduled to be cleaned.
- **MOTION #3:** Louis Mazzio moved to purchase an extended net from Pinch-A-Penny for the janitor, Armando, to personally skim the lake for algae and collect trash on all affected areas between lake cleaning visits, seconded by Gustavo Barrios.
PASSED: All in favor, motion passes unanimously.
- Lurlaine Gonzalez to reach out to Mosquito Control to treat the lake for mosquito reduction.

VI. Old Business:

- In regards to the ongoing with the sign, the association has now received a new preview with 3" lettering on a smaller hanging post which seemed more appealing to the board. The board now discusses changing the background color for the text to match the green on the rest of the sign which in turn would result in white text on top of a forest green background.
- **MOTION #4:** Louis Mazzio moved to accept the newly discussed changes for the text of the sign and accept design on the preview, seconded by Mauricio Escobar.
PASSED: All in favor; motion passes unanimously.
- Lurlaine Gonzalez presented two (2) different proposals for the security memo cards. A larger one is presented by Letter Stream at \$1.07 each with postage included. The other is smaller at 5x7 at \$1.05 by R & L Printing. Mauricio suggested possibly splitting the cost of this expense with Delta 5 Security or to at least present them with the proposition to absorb half the cost. Lurlaine Gonzalez to discuss the matter with Delta 5.
- Board members collectively agree to submit a few lines of suggested text for the security cards to Lurlaine by the next meeting in order to arrive at the final text for the cards.

VII. New Business:

- Dennis Tooker informs the board that The Kendall Federation of Homeowners requires about \$200 annually to join the Federation and it is also fairly easy to become a board member within it. He opens a discussion with the board about the possibility of pursuing this matter.
- **MOTION #5:** Louis Mazzio moves to move forward with proceedings to join the Kendall Federation of Homeowners, seconded by Mauricio Escobar.
PASSED: All in favor; motion carries unanimously.
- Property manager, Lurlaine Gonzalez, brings up a section of the community in where the poles, walkways and hedges are in bad shape and provides pictures for the board to see. A pedestrian access is uneven due to erosion causing tiles to on the walkway to protrude from the ground which in turn becomes a safety hazard. Dennis Tooker asks Lurlaine Gonzalez to acquire proposals for the under-fill of the Tesoro pathways, such as bark mulch, to resolve the erosion problem. As for the hedges, the association will address them at a later time.
- The board politely asked property manager Lurlaine Gonzalez to step out to discuss a more serious matter in private; they have recently come across a situation which is causing them to look into a possible change from Lynx Property Management. Dennis Tooker explained that the issue was corrected this month, but the board has become uncertain. Upon further discussion of the matter, Mauricio Escobar proposes giving Lynx the benefit of the doubt and monitor the issue by putting them on a probationary period until the end of the year. This decision is due to the fact that the association is extremely content and satisfied with their new property manager's efforts and results. Regardless, the board agreed they will be interviewing other property management companies within the allotted time frame, just in case they feel a change is truly necessary.

VIII. Public Forum:

- Resident Omar Garcia Jr., inquired about what can be done with the park next to the school which is very underdeveloped. He complains the association has no true recreational space and residents are desiring a better recreational facility such as a pool, a playground, or anything to encourage some leisure. In light of these concerns, Lurlaine Gonzalez will be sitting into the upcoming commissioner's meeting in efforts to potentially develop new relationships and discover new avenues to attain better results on matters pertaining to the association.

IX. Adjournment:

There being no further business to come before the Board, meeting adjourns at 8:49 PM.

Respectfully prepared and submitted by:
Ginett Lara, *Lynx Recording Secretary*