

# **Boca Heights Property Owners Association, Inc. Tudor Woods**

**Minutes to Board of Directors Meeting  
Wednesday, March 17, 2010 @ 7:00pm  
Loggers Run Community Middle School  
11584 Palmetto Park Road  
Boca Raton FL, 33428**

Quorum (Quorum Established)

Board Members:

Bill Darling	Present
PJ Dombrowski	Present
Jon Atwood	Present
Tammie Zimbrick	Present
Edith Spinner	Present
Veronica Castellano	Absent

Also Present:

CV Property Management, LLC:

Joan Burres / LCAM  
Jack Jaiven

I) The meeting was called to order at 7:10pm by Bill Darling.

II) February 17, 2010 Minutes were unanimously approved as submitted.

III) New Business

- a) Sherwin Williams and A to Z Paint Contracting presented possible community color selections.
  - 1) Board will meet privately to review color selections before making a motion on this issue.
- b) Craig McPoyle of A to Z Painting offered attractive volume pricing (pricing sheet attached) and a 5-year warranty if their program is supported by the Association.
  - 1) Offer includes painting the first 5 houses at a further sizeable discount of \$1,000 per home.
  - 2) Presented proposal to paint the pool house, also with a 5-year warranty, and the community fences at \$2 per linear foot.
- c) The Board requested per gallon quotes from Sherwin Williams on the recommended paints & will further discuss all of the above recommendations at a future Board meeting.

IV) Financial Report:

- a) Jack presented the Jan Profit & Loss Statement, Jan 31<sup>st</sup> Balance Sheet as well as the Feb 28<sup>th</sup> Delinquency Report.
  - 1) Delinquencies were approximately \$102,000, of which nearly \$94,000 are being monitored and/or pursued by the Association's attorney.

- 2) Two large receivables were collected in February/March 2010 as a result of title transfers. One of these included a \$700 payoff of the special assessment in addition to the maintenance due,
  - 3) As a result of late letters mailed in Feb, CVPM has received quite a few calls and some additional payments. During Jan, the Statement of Profit & Loss basically reflected a break even.
- V) Joan's discussed the attached Management Report which had been previously distributed to the Board. Tammie mentioned that 11155ST has a car parked between 2 homes which should be stickered. Joan stated that she had stickered that car and had not observed any additional violations subsequently. A discussion ensued concerning the Association's right to tow vehicles which have been stickered for violations, with the stickers containing a warning that the car will be towed if the violation continues. Although the Association documents provide for such towing, the Board requested that the Association's attorney be asked to confirm that towing will not generate any legal issues for the Association. Bill requested that Joan drive through the community on a weekday at around 7am to observe violations.
- VI) Joan presented the following proposals:
- a) Bathroom repairs – Carlos DaCosta \$1,150 per bathroom + \$400 for to build & install partitions in the Ladies Room. Motion to approve made by Jon, seconded by Tammie & unanimously passed – total \$2,700 to be paid from the reserve account.
- VII) Front entrance cleanup – 2 estimates received & discussed. Bill moved to accept Leaderscape's \$550 proposal, seconded by Jon & unanimously passed to be paid from the Operating Account.
- VIII) Change monthly irrigation maintenance contractor – 3 estimates received & discussed. Leaderscape's bid was the most reasonable (\$100/mo) & Joan has used them before with success. Motion by Jon to approve Leaderscape's proposal, seconded by Bill & unanimously passed.
- IX) Pool house painting – Joan discussed A to Z's proposal. The board requested that Joan obtain 1 additional quote & the matter was tabled until next month's meeting.
- X) \$1,600 Paver proposal from Cobra Construction was put on hold.
- XI) Fountain & lake maintenance – Bill moved to accept \$149/qtr proposal by Allstate for additional maintenance, seconded by Tammie & unanimously passed.
- XII) Irrigation system – Joan stated that someone tried to add zones to the pump at the retention pond & there was bad wiring & cheap parts so the system becomes clogged & does not function properly. Joan presented 2 bids to completely repair the system. The most economical was from Windmill Sprinkler (recommended by Joan as a very reputable company) - \$2,000 to repair the entire sprinkler system. This amount includes a new pump & flush. Joan requested that we add \$200 as a contingency. Bill moved to approve the Windmill Sprinkler proposal + a \$200 contingency for adding extra heads, seconded by PJ & unanimously passed, to be paid 50% from the Reserve Account & 50% from the Operating Account.

XIII) Tree trimming – Joan presented 2 proposals. The Board requested that she attempt to get Cutting Edge to lower their bid to \$2,000. Jon moved to approve an expenditure of \$2,000 on tree trimming, seconded by Bill & unanimously passed. Joan also stated that she will go after home owners if tree trimming violations are on their property.

XIV) White Fly – tabled until next month.

XV) Tammie was concerned about trash during the upcoming spring break. It was decided that only 1 of the bathrooms should be renovated immediately & the 2<sup>nd</sup> bathroom after spring break.

- a) Tammie stated that there is a No Parking sign that needs to be moved. Nick agreed to move.

XVI) There being no further business, the meeting was adjourned at 9:15pm.

X \_\_\_\_\_  
Secretary

All Approved Minutes are available at Management Office.