

Parkland Homes at Addison Estates HOA Meeting Minutes

For the meeting held on 01/10/2024

The meeting of the Parkland Homes at Addison Estates HOA was called to order by President Allam Lobo on Wednesday, January 10, 2024, at 7:01 pm EST. The board members in attendance were Vice President John Evans (virtually), Treasurer Ellen Kaplan, Secretary, Ana Maria Walteros, Daniela Cardiello, Marc Desruisseaux and James Cardiello. The meeting was held in the Veterans Building located in Mullins Park, Coral Springs, FL. There was one homeowner in attendance.

The minutes of the Special Parkland Homes at Addison Estates HOA meeting held on November 15, 2023 were reviewed. Marc Desruisseaux motioned to accept the minutes and Ellen Kaplan seconded the motion. The motion was passed unanimously.

Ana Maria Walteros requested reimbursement of \$81.21 paid for making copies of Parkland Homes at Addison Estates documents. Marc Desruisseaux made a motion to approve the reimbursement, Daniela Cardiello seconded the motion. The motion passed unanimously.

Ellen Kaplan requested reimbursement of \$77 for the purchase of office supplies used to carry out administrative duties related to Parkland Homes at Addison Estates HOA. Ana Maria Walteros made a motion to approve the reimbursement, Marc Desruisseaux seconded the motion. The motion was passed unanimously.

The Treasurer's report was reviewed. As of December 2023, the total Liabilities and Equity was \$109,580.18 and the Net Income was \$53,448.00. The aging summary was reviewed and there were four Homeowners with a balance of a thousand dollars or more. Betty from Prestige Accounting Group will begin to send out letters to Homeowners with past due HOA fees. Monthly statements should be sent by Prestige Accounting Group but it has not been a consistent practice. Ellen Kaplan had already made mention to Betty about sending out statements.

The Board discussed creating a policy about the collection of past due HOA fees. The idea outlined was as follows: The threshold would be \$500, at this point a letter would go out to the homeowner advising that they had 45 days to bring the account current. If the account was not made current by the 45 days the account would be turned over to a lawyer and any fees incurred would be charged to the homeowner.

Ellen Kaplan and John Evans have scheduled meetings with various Property Management companies. One of the companies is All County with a cost of \$450 a month. The Board was advised not to use Benchmark Property Management. An update would be provided on the various Property Management companies once the official meetings had taken place.

It was briefly mentioned that the Loomis Insurance had been able to renew the Parkland Homes at Addison Estates insurance, the premium was slightly lower than the previous policy. The premium was/is \$4735.72, previously it had been \$4804.68.

James Cardiello provided an update on \$5,000 grant Parkland Homes at Addison Estates is trying to obtain. This would go toward the Landscaping/Beautification project. James Cardiello spoke with Michelle at the City of Coral Springs and was told that all 3 bids had to be exactly the same. These were provided to Michelle from the City of Coral Springs, James Cardiello followed up and was advised the application would be going to commission, as in review. There was a question about the grant: Could the landscaping project be started before the funds were granted? The reply was yes.

James Cardiello asked when the Board wanted to start the Landscaping project. He was advised that the Board wanted to wait for a quote on the maintenance. James Cardiello advised that JLS Landscaping had provided a maintenance estimate of \$1877. James Cardiello advised that he would work on scheduling one last walk through of the project with JLS Landscaping and Nanaks Landscaping to make a final decision.

There was a discussion on when to start the project and how much was needed to start it as well. It was mentioned that we would give the current maintenance company (Brayton Landscaping company) 30-day notice. This would bring us to the mid/end of February. It was stated that 104K would be sufficient to start the project.

James Cardiello shared the door hangers that would be used by the Compliance/Violation committee. It is a 2-part door hanger. One copy goes on the homeowner's door, the 2nd copy is to be mailed to the homeowner. Prior to mailing the copy, a copy is made and placed in the homeowner's file.

The Board discussed the need to create a process for the Compliance/violation committee. Marc Desruisseaux was going to look for and provide a copy of a previous list of regulations. Marc Desruisseaux advised that we need to differentiate between what is an HOA regulation and the City of Coral Springs.

James Cardiello created a My Coral Springs account for the Parkland Homes at Addison Estates HOA, this is to assist with filing complaints and possible city violations.

Allam Lobo made a motion to accept the Door Hangers and Marc Desruisseaux seconded the motion. The motion was passed unanimously.

Marc Desruisseaux made a motion to adjourn the meeting at 8:20 and Allam Lobo seconded the motion.