

BOCA FONTANA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING

August 8, 2023

7:00 PM

MINUTES

The meeting was called to order at 7:05 pm by President Jair Reategui. Also present from the Board were Terence Mendonca and Lewis Berkowitz. Present from Superior Association Management was Michelle Carrion, Property Manager. Fifteen homeowners were present.

**MINUTES**

The minutes from the board meeting that took place on June 22, 2023, were reviewed. Terence made a motion to approve the minutes as written. Lewis seconded the motion and the motion passed unanimously.

**TREASURER REPORT**

Lewis reported the following: As of June 30, 2023, the operating account had a balance of \$152,081.25. The Amtrust reserves had a balance of \$56,954.69. The Amtrust Liquid CD had a balance of \$50,000. The Amtrust CD had a balance of \$150,000. The accounts Receivable total is \$30,439.63. Total Assets are \$460,190.17. Total Liabilities are \$103,800.04.

**MANAGEMENT REPORT**

Michelle reported the following:

The violations for the parking lots, west clubhouse hardwiring playground, and air conditioning unit have been closed. An "agreed order" was submitted in person to extend the grace period for the existing violations. The existing violations are the unpermitted fence and the exterior hard wiring at the east clubhouse. The east clubhouse is expected to close on Thursday. The bathrooms at the west clubhouse are progressing. The toilets have been installed and we are waiting on the custom sinks to be delivered. The landscape sprucing project along La Fontana has been completed and the irrigation has been repaired. The survey is picked up and submitted to Hitching Post. An estimate has been obtained from 3g pest control to replace Tru Green. The fence has been repaired at both pools and the plywood has been removed. The broken gate has been repaired as well. Two camera installation companies were called out. Elite AV will not provide an estimate and we are waiting on the estimate from Visibility One. Several drive-throughs have been completed and notices have been sent. Management has made many attempts to reach out to delinquent homeowners with large balances.

## OLD BUSINESS

The board reviewed the payment plan that was proposed by the owner of 19887 Court of the Myrtles along with the follow-up answers from the attorney. Jair made the motion to waive the late fees and interest charges. Also, to accept the \$500/month payment plan. Terence seconded the motion and the motion passed unanimously.

The Board reviewed the estimate to replace the bathroom doors at the west clubhouse. The contractor stated that the doors will need to be replaced for a permit to be issued, and the current doors are in poor condition. The estimate to replace both doors is \$8,980.64. Jair made the motion to approve the estimate. Terence seconded and the motion passed unanimously.

## NEW BUSINESS

Jair made a motion to automatically send homeowners to the attorney once their balance goes over \$1,000. Terence seconded the motion and the motion carried unanimously.

Michelle requested that an allowance be set to make minor repairs and purchases without board approval. Lewis stated that there was already a maximum of \$1,000 that the manager can spend with approval from the President. Jair motioned to keep the maximum at \$1,000. Lewis seconded and the motion passed unanimously. Upcoming projects include shower head replacement at the East Clubhouse, paver repair, toilet paper and paper towel dispensers, and signs.

The proposed playground location was reviewed. Jair made the motion to approve the location of the playground if the structure and the swing set will fit. Terence seconded and the motion passed unanimously.

The Board reviewed estimates from three fence companies to install a fence around the new playground. Jair made the motion to approve Guilbe Construction to install a 5' black vinyl-coated chain link fence as long as the fence is commercial quality. Lewis seconded the motion and the motion passed unanimously.

The Board reviewed the estimates to both replace the propane tank that services the spa at the west clubhouse as well as switch to electric. Jair made the motion to table this issue until another quote to switch to electric can be obtained. The Board would also like to get estimates on adding a chiller. Terence seconded the motion and the motion carried.

Lewis presented several concerns about the security deposits that have been held for several years. Jair made the motion for management to try to locate the residents and return the deposits when there is time. Terence seconded and the motion passed unanimously.

Lewis made a motion to move \$40,000 from the operating account to the liquid CD. Jair seconded and the motion passed unanimously.

With no further business to come before the Board the meeting was adjourned at 9:01 pm.