

VILLAGE OF DORAL LAKES HOA

10100 N.W. 51st Terrace Miami, Florida 33178

Office: 305.259.1461 Fax: 305.378.0259

Approved Board of Directors Meeting Minutes 03/18/2010

CALL TO ORDER and ESTABLISHMENT OF A QUORUM

○ Board Members Present

Norm Parsons President
Mary Aderholdt Treasurer
Bruce D'Amico Secretary
Manuela Guardia Director
Isabel Linares Director
Yvette Pons Director

○ Board Members Absent

May Garcia-Clissent Director

MANAGEMENT REPRESENTATIVE

Jorge Barriga from Miami Management, Inc.

The scheduled and posted meeting for the Village of Doral Lakes HOA for **March 18, 2010** was held at Doral Park Clubhouse. The meeting was called to order at 19:35 by Parsons with a quorum and discussion started.

TREASURER'S REPORT

○ Total Cash Operating Account	\$ 151,254.85	(Adjusted balance as of 02/28/2010)
○ Accrued expenses	\$ 2,567.24	(As of 02/28/2010)
○ Total Income Year to Date	\$ 70,784.44	(As of 02/28/2010)
○ Total Expenses Year to Date	\$ 48,297.64	(As of 02/28/2010)
○ Net Income Year to Date	\$ 22,486.80	(As of 02/28/2010)
○ Assessments Paid in Advance	\$ 10,878.10	(As of 02/28/2010)
○ Actual Reserve Fund YTD	\$ 250,208.71	(As of 02/28/2010)

Collection Summary:

DELINQUENT ACCOUNTS REPORT AS OF February 28th, 2009:

Report Total: \$95,266.00

Actual No. of Seriously Delinquent Accounts: (25)

ITEMS PROPOSED FOR A VOTE BY THE BOARD

- Motion to approve the minutes from the February 18, 2010 Annual Meeting. Aderholdt made a motion to approve the minutes as presented. D'Amico seconded, all in favor and the motion carried.

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- Motion to approve the minutes from the February 18, 2010 Organizational Meeting. Aderholdt made a motion to approve the minutes as presented. D'Amico seconded, all in favor and the motion carried.
- Motion to approve the minutes from the February 18, 2010 Board of Directors Meeting. Aderholdt made a motion to approve the minutes as presented. D'Amico seconded, all in favor and the motion carried.
- Motion to approve the March 2010 newsletter. Pons made a motion to approve the mailing of the March 2010 newsletter with the change of the date on remote control purchases to be June 1st, 2010. Aderholdt seconded, all in favor and the motion carried.
- Motion to clean and paint all fire hydrants, fire hydrant cement pads, mailbox cement pads, and straighten sign posts throughout the community.

➤ Karibe Construction, Inc	\$ 1,174.86
➤ P&R Professional Services	\$ 2,890.00
➤ Raserca, LLC	\$ 955.00

Pons made a motion to approve Raserca LLC to perform the cleaning and painting of all fire hydrants, fire hydrant cement pads, mailbox cement pads, and straighten sign posts throughout the community at a cost not to exceed \$955.00. Guardia seconded, all in favor and the motion carried.

- Motion to replace the two community entrance signs with

Sandblasted

➤ Columbia Signs	\$ 5,300.00
➤ Sign-A-Rama	\$ 6,783.80

High Density Polyurethane

➤ Designext Vehicle Wraps & Signs	\$ 5,751.25
➤ Sign-A-Rama	\$ 5,940.00 New letter boards and letters

PVC

➤ Designext Vehicle Wraps & Signs	\$ 5,418.40
➤ Professional Maintenance Services	\$ 0.00 Did not bid
➤ Sign-A-Rama	\$ 5,756.60

Wood (same as existing)

➤ Designext Vehicle Wraps & Signs	\$ 9,737.00
➤ Professional Maintenance Services	\$ 0.00 Did not Bid
➤ Sign-A-Rama	\$ 0.00 Did not Bid

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Pons made a motion to approve Columbia Signs to provide two new sandblasted entrance signs made of a composite material at a cost not to exceed \$5,300.00. Linares seconded, all in favor and the motion carried.

- Motion to replace the insert for the community letter board with 290 letter set.
 - Designext Vehicle Wraps & Signs \$ 0.00 Did not Bid
 - Sign-A-Rama (replace insert) \$ 850.00 Insert and letters
 - Sign-A-Rama (relocate existing) \$ 500.00
 - Sign-A-Rama (one sided) \$ 3,210.00 New letter board and letters
 - Sign-A-Rama (double sided) \$ 3,938.00 New letter boards and letters
 - Sign-A-Rama \$ 850.00 Insert and letters

D'Amico made a motion to approve Sign-A-Rama to remove the old letterboard and install a new letterboard with a new 290 letter set by the pool at a cost not to exceed \$2,750.00 for the new letterboard and \$250.00 for the removal of the old letterboard. Pons seconded, all in favor and the motion carried.

- Motion to approve the Guartech Post Orders. The motion was tabled and will be placed on the agenda for the April 2010 Board of Directors Meeting.

OLD BUSINESS

- Final wording and image for the refrigerator magnets

LOGO	
Doral Police (non-emergency)	305.593.6699
City of Doral	305.593.6725
Guardhouse	305.477.2403
Miami Management, Inc	
Emergency	305.378.0130
Manager	305.259.1461
Doral Park Country Club	305.591.8800
County Information	311
WWW.DORALLAKES.COM	
WWW.HDVR.NET/DORALLAKES/	
WWW.DORALPARK.ORG	

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NEW BUSINESS

- Carlos Triay, the Associations Attorney spoke about the collections and the various options available to the Association. After much discussion, the board agreed that the collections procedures will consist of:
 - 45 Day Demand letter sent to homeowners that owe over 1 month of assessments
 - Accounts will be sent to the attorney for Lien if the homeowner has not satisfied the requirements of the 45 Day Demand letter
 - Accounts will be foreclosed by the Association if the requirements of the lien have not been satisfied. However, if a Bank Foreclosure is active at the time the Association is ready to move forward with their foreclosure, the Association will monitor the Banks foreclosure for six months. If the Bank is not progressing after the six months, the Association will file its own foreclosure.
 - Once the Association has a writ of possession, the property will be rented
- The Management Office has contacted Public Works to have the canal behind the community cleaned of debris.

ADMINISTRATIVE SUMMARY

- Demand letters sent to accounts with late assessments
- Status report from the Associations attorney

MAINTENANCE TO COMMON AREAS

Common Areas: Common areas found in normal conditions. Manager inspected the pools area and restrooms.

Gates: Gates are all working at this time

Janitorial: Regular service has been performed by Jose

Landscaping: Regular service has been performed by Turf

Turf cut the grass along the canal bank and cut back overgrown landscaping

Lighting: All lights are working properly at this time

Mailboxes: Found in good condition

Signs: Sme community signs are worn and should be replaced

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COMMITTEE UPDATES

Architectural Committee

- None

Communications

- Newsletter for March has been prepared and will be sent to all homeowners

Finance

- Community is in a good financial position

Landscaping

- The ficus hedges throughout the community look poor. It is unknown how many will survive. Several options are being considered:
 - Removal of the dead hedges now
 - Cutting back the hedges and waiting to see how many survive
 - Removing all the hedges and repairing the fencing throughout the community
 - Replacing the hedges with other plant material
- Tree trimming proposals will be reviewed at the next Board of Directors Meeting

Legal Affairs & Doral Park

- None

Access Control

- Post orders are being reviewed

OPEN FORUM

- The Management Office will obtain a copy of a welcome package from another community and submit it to the board for review and possible use at Doral Lakes
- The Management Office will obtain a price on a replacement door for the storage room

PENDING PROJECTS

- Repair/Replacement of the bulletin board at the main entrance (approved)
- Repair/Replacement of main entrance signs (approved)
- Replacement of warn community signage
- Replacement of light posts and lighting around the pool deck

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- Repair/replacement of the fencing around the pool deck
- Repair of the pool decking
- Repair/Replacement of the pool furniture straps

ADJOURNMENT

- At 21:30 Pons made a motion to adjourn the meeting. Aderholdt seconded, all in favor and the motion carried.

APPROVED