

**Townhomes of Doral Oaks  
Homeowners' Association, Inc.  
Board of Directors Meeting  
May 10, 2012  
Minutes**

**Call to Order:** A meeting of the Board of Directors of Townhomes of Doral Oaks was held on May 10, 2012 at Doral Park Golf and Country Club located at 5001 NW 104<sup>th</sup> Avenue, Doral, Florida. The meeting was called to order at 7:05 p.m. by Bruce Hartman.

**Board Members Present:** Bruce Hartman, President; Maria Cabra, Secretary; Sara Franco, Treasurer and Alvaro Ferrando, Director. A quorum was declared.

**Board Member Absent:** Jurgen Oliver, Vice President

**Also Present:** Adela M. Cala, Community Association Manager; Michelle Baumann; Judy Roche and Izcoatl Suarez

1) **Minutes: MOTION:** B. Hartman moved to approve the minutes of April 12, 2012 board of directors meeting as presented. Seconded by A. Ferrando. Motion carried by unanimous vote.

2) **Management Report:**

- **Invoices for Flat Roof Project:** Were mailed to all Homeowners that had work done to their home required by Code.
- **Homeowner Correspondence:** regarding construction work done during the flat roof project has been forwarded to B. Hartman for review.
- **Web-site:** J. Oliver to report.
- **Account No. 2302:** Homeowner contacted our Collection's Dept. advising that she would attend the Board meeting to discuss a payment plan and construction invoice.
- **Account No. 0602:** Tenant contacted our office arguing about the balance still due on the account. She was advised that she is to continue paying the rent to the Association. She would not reason. The Board may want to forward this to Frank Perez-Siam Esq. for collection if payment is not received immediately.
- **Pavers:** A proposal has been received for the maintenance of the pavers totaling \$3800.
- **Seal-coating Roadways:** Waiting on bid from Gus Abella, Inc. A verbal quote was received from them totaling \$8721 for seal-coating, striping, painting speed bumps and painting parking bumpers and stenciling.

3) **Financial Report:** Prepared by S. Franco

Total Origin of Funds	\$ 32,852.15
Application of Funds	\$18,348.72
Difference between Origin and Application	\$ 14,503.43
Increase of Cash	\$ 14,503.43

- 4) **Invoices for Flat Roofs:** Charge back letters have been sent. Several Homeowners have corresponded with us regarding payment plans. The Board agreed to allow those requesting a payment plan in writing will be given until 12/31/12 to pay monthly equal installments toward their debt in addition to the monthly payment assessment.

Following are the Homeowners with approved payment plans and amounts:

- **Account No.: 02303-\$1336.00**
- **Account No.: 00801-\$1432.00**
- **Account No.: 00904-\$ 517.00**

- 5) **Account No. 2302:** Homeowner attended meeting to speak personally to the Board regarding her debt to the Association and her intension to pay. The Board accepted her offer to pay the monthly assessment fee, as she has currently been paying, and effective August 1, 2012, when her husband gets back to work, she will pay an additional \$100 per month toward balance due. Once she is in a better financial position, she will increase the amount toward the balance due.
- 6) **Account No. 0602:** After discussing this case, the Board agreed unanimously that if homeowner does not pay by the end of this month of May, the account will be forwarded to Mr. Perez-Siam Esq. for collection.
- 7) **Seal-coating of Roadways:** Gus Abella, Inc. will be asked if they would be able to do the work in sections.
- 8) **Homeowners in Attendance:** Judy Roche and Michelle Baumann expressed their concern about the condition of the community. The Board will be looking into their concerns in an effort to better the community.

Michelle Baumann has not received a response regarding her request to replace the wood around her home with a plastic that simulates wood. B. Hartman will do some research on this product before approving request.

- 9) **Wooden Gates:** Discussion about the different type of designs homeowners have been using when replacing the wooden gates of their home. A. Ferrando, S. Franco and M. Cabra will be taking pictures of gates around the community on Saturday, 5/12/12 for uniformity and any other violations noticed. The Board will be standardizing a design for future replacements.
- 10) **Spiraling White Fly:** S. Franco, Treasurer of the Board requested that proposals be obtained.
- 11) **Vandalism:** Unsupervised youngsters have been observed sitting on top of the mailbox enclosures. A violation letter will be sent to the parents. The incidents will be reported to the Police.
- 12) **Architectural Committee:** The Board may consider establishing this committee and will attempt to recruit volunteers.
- 13) **Management Agreement:** M. Cabra will be provided with a copy for Board review.

**14) Adjournment: MOTION: B. Hartman moved to adjourn at 9:35 p.m. Seconded by A. Ferrando. Motion carried by unanimous vote.**

Respectfully submitted by:

Adela M. Cala, Acting Recording Secretary