

BOARD OF DIRECTORS MEETING MINUTES

October 18th, 2017

A meeting of the Board of Directors of the Rock Creek Homeowners' Association was held at the Association building, 11700 Stonebridge Parkway on the 18th day of October, 2017.

CALL TO ORDER

President John Heggy called the meeting to order at 7:00 PM, and noted a quorum present.

Present: John Heggy
 Steven Mason
 Wayne Canner
 Ron Choron
 Vicki Minnaugh
 Robbie Levine
 Robert Garcia

Also, present was Irvin Nachman, Association Attorney and Carl Rosendorf, Community Manager.

REVIEW AND APPROVAL OF THE MINUTES

Vicki made a motion, which Robert seconded to approve the minutes of the September 26th, 2017 Board meeting. The motion passed 7 to 0.

GOOD NEIGHBOR AWARD

On behalf of the Board, John announced that the Good Neighbor Award certificate was awarded to Scott & Sonja Feder, for their help in cleaning up the community after Hurricane Irma.

COMMISSIONERS OFFICE REPORT and BSO REPORT

Officer Sanchez attended the meeting from Cooper City BSO and gave a report. John thanked Officer Sanchez for attending the meeting and answering questions.

SOCIAL COMMITTEE

Carl made a report on behalf of the Committee and noted that the annual Halloween event was being held at the Office building on Friday October 27th, 2017 from 6 until 8 PM. The Board asked Carl to obtain quotes to have holiday lights placed on the palm trees at the entry roads leading into the community to supplement the holiday lights and ornaments the Rock Creek staff places at the entry monument/sign areas.

HOMEOWNERS CONCERNS

Norman Buskin from West Sailboat Drive since 1979, along with his wife Helene, complimented the Board, staff, and Carl for their efforts and said the place looked wonderful and the cleanup work accomplished after Hurricane Irma was appreciated. Jack Murphy from Forest Circle asked about the Cooper City vegetation pick up schedule for Rock Creek. Carl noted that the pickup of vegetation by the vendor for Cooper City had commenced a few weeks earlier, with the vendor working 7 days a week.

FINANCIAL REPORTS

Wayne noted that the September, 2017 monthly financial report indicated that the community had about \$519,000.00 in Operating accounts, about \$682,000.00 in the Reserve accounts & year to date the community was about \$50,000.00 under budget. Wayne made a motion, that Vicki seconded to approve the write off \$615.00 as related to the recent foreclosure of 3300 Bridge Road. The motion passed 7 to 0. John reviewed the past due accounts ledger, as prepared by Susan Reyes, the Office Manager and noted that anyone owing at least \$176.00 as of November 1st, 2017 would be sent a courtesy final 10 day notice to pay. Wayne noted that the budget Committee had their first workshop session and would be meeting again before the November Rock Creek Board meeting, so that the draft budget for 2018 could be reviewed and voted upon at the November 28th, 2017 RC BOD meeting.

ASSOCIATION ATTORNEY'S STATUS REPORT

Mr. Nachman reviewed his Status Report and noted that past due account totals had continued to stabilize and payment plans were going along as agreed with some homeowners. Mr. Nachman noted on page 9 of his report, (West Quayside Drive), that an owner who the Board previously had agreed would receive a \$1000.00 waiver (If the balance was timely paid) did not timely pay as the home had not yet sold. Robert made a motion that Ron seconded to not give the owner any further extensions and to rescind the extension that the RC BOD had previously given as a good will gesture to the owners. The motion passed 7 to 0. Mr. Nachman discussed the account on the top page 12 of his report, (Forest Circle), and noted that they had brought their account current. As regarding account # 6272D on Cardinal Drive, Steven made a motion that Vicki seconded to authorize Mr. Nachman to pursue a monetary judgment against the owners for failure to pay on their account. The motion passed 7 to 0.

MANAGERS REPORT

Carl provided a written report before the meeting which summarized to date, damages that Rock Creek had incurred as a result of Hurricane Irma and the steps staff had taken prior to, during, and after the storm to minimize/mitigate costs for the community. Carl noted that the install of the sun shade at the FP&L #1 playground area was scheduled, weather permitting, the next ten days and that Cooper City had commenced work on the new Lift Station on North Lake Blvd. The Board was pleased to see the new 50" TV that Marcie from Community Cable Consultants had donated as the board indicated they wish to utilize the TV during Board meetings as part of some presentations and asked Carl to get with Susan, to look into whether Rock Creek could have a dedicated TV channel so as to provide information to residents. Carl noted that he had processed dozens of Architectural requests for new windows, shutters, & fences as related to Hurricane Irma events. Carl reviewed his Hurricane Irma expense information and noted that to date Rock Creek had committed funds totaling about \$20,000.00 which included about \$2000.00 in overtime paid to staff. Carl and John noted that the process of narrowing down software companies to provide management/violation notice programs for the office to use, had been narrowed down with 2 more demos scheduled and thereafter the matter would be put to a vote at the November 28th, 2017 RC BOD meeting.

UNFINISHED BUSINESS

- a) Update on outdoor camera information gathering process

Carl noted that he had set up a meeting with Mr. Demolina, the volunteer from Rock Creek, along with electrician Ray Caro the next week for purposes of obtaining a quote for the electrical install work required for such a project. Carl noted that he would reach out to Cooper City to confirm that they would allow placement of outdoor cameras and poles on Cooper City property, as it had been determined that some of the entry medians were the optimal location for the placement of cameras for access to power and maximum ability to read license plates.

- b) Revisit quotes for pipe replmt. by Rey's blding. & overlay of office pking lot

Carl noted that Mr. Nachman while preparing the contract with All Paving, who was previously approved by the RC BOD for these jobs found, some legal information which prompted Mr. Nachman to suggest to the RC BOD that they select alternate vendors for this work. The RC BOD reviewed new spread sheets as prepared by Carl and specs as prepared by Al Tello from the ARB Committee, who attended the meeting. Vicki made a motion that Ron seconded to approve the proposal from Kelly O' Toole for \$16073.00 to provide a 1.5 inch overlay of both the Office parking lot and the balance of the parking lot adjacent the Maintenance blding. The motion passed 7 to 0. Al noted that there may be the need after the job starts and examination, to replace the storm drain in the Office parking lot. John made a motion that Vicki seconded to approve the proposal from Atlantic Southern, for \$6000.00 to remove and replace the culvert pipe on the entry apron at the lot next to the Maintenance blding (and overlay the work area). The motion

passed 7 to 0.

c) Lakeshore project update

Al suggested that the overall focus of the job focus on landscape enhancements. John noted that the ARB Committee would look further at options and their related costs as part of the 2018 RC budget. Vicki suggested that Bryon Boyd from the Central Broward Water Control District be a part of discussions as the area sin review are adjacent a portion of the RC lake areas.

NEW BUSINESS

a) bids to replace turf areas along Stonebridge Pkwy & the entry Roads from Hurricane Irma vegetation piles

Carl noted that Cooper City had declined in writing, to install or fund the install of sod at these numerous locations. The RC BOD indicated that they felt it was important for RC to move forward with this expenditure to help maintain the appearance of the community. Vicki made a motion that Ron seconded to approve the quote from Ozzy's Landscaping for \$270.00 per pallet installed, with prep work included, not to exceed 100 pallets. The motion passed 7 to 0.

b) Ratification of Hurricane Irma expenses

The RC BOD reviewed Carl's spread sheet summarizing the expenditures for debris removal & relocation, electrical repairs, staking & replacement of existing trees along Stonebridge Parkway, roof repairs, and payment of Overtime to RC employees. Wayne made a motion that Steven seconded to approve these expenditures. The motion passed 7 to 0.

c) Review of non-emergency spending limit for Community Manager

Ron suggested that the limit be raised from \$1000.00 to \$3000.00 dollars. Mr. Nachman noted that some expenditures in the budget for recurring items, should not require RC BOD approval. The RC BOD directed Carl to raise his discretionary spending limit to \$1500.00, with expenditures over that limit, reviewed via e-mail by the RC BOD and approved/ratified at the next RC BOD meeting. Steven made a motion to approve this new spending limit, which was seconded by Vicki. The motion passed 7 to 0.

BOARD MEMBER CONCERNS

The Board talked about remodeling the inside of the Office building. Carl noted he had obtained three bids for the painting of the inside an outside of the building. Ron noted that more in detail ideas would be reviewed at upcoming ARB meetings. Ron suggested the time for the RC BOD meetings be moved up to 6:30 PM from the current 7:00 PM start time. After discussion the RC BOD agreed to the earlier meeting start time. Robert noted that he would like to see a vote on the best management software program options at the next RC BOD meeting.

ADJOURNMENT

Being no further business to come before the Board, Wayne made a motion to adjourn the meeting. His motion was seconded by Vicki and passed unanimously. Adjournment made at 9:05 PM. The next regular BOD meeting will be November 28th, 2017 At 6:30 PM

Respectfully submitted, Ron Choron, Secretary
