

**HOLIDAY SPRINGS VILLAGE CONDOMINIUM 4  
MARGATE, FLORIDA 33063  
MINUTES JANUARY 14, 2020 BOARD OF DIRECTORS MEETING**

The meeting was **called to order** at 10:01 a.m. by President Alan Levine. A **quorum was declared** with directors Minnette Cummins, John Jablonski, Alan Levine, Peter Lauro, Donna Richardson and Donna Silva present. Helen Augustus was absent [excused]. Property Manager Carmen Bengochea and seven unit owners were also present.

**Minutes** of the December 23<sup>rd</sup> Board Meeting were read and unanimously approved by show of hands.

Minnette Cummins read the **Treasurer's Report**.

**PARKING LOT:** Alan Levine and Peter Lauro confirmed there are three unassigned spaces.

**Motion** was made by Peter Lauro to paint their bumpers yellow and make them guest spaces. Motion was unanimously approved by show of hands.

**LANDSCAPING:** Waiting for Phase 2 Proposal from J&J Lawn Service.

**POOL COMMITTEE:** Brian Cocker does not want to continue on the committee. George Montiel will be the second representative from Condo 4.

**ANNUAL REPORT/ TAX FILING:** **Motion** was made by Minnette Cummins that Lane Genet will perform an audit of 2019 records for the Annual Report, including filing of 2019 Federal Tax Return at the cost of \$3900. Roll Call Vote: In favor: Minnette Cummins, John Jablonski, Peter Lauro, Donna Richardson and Donna Silva. Opposed: Alan Levine. Motion carried.

Benchmark will report the change in corporate officers to the Division of Corporations. Brittany will send the form to Alan for completion.

**FIRE ALARM PANEL:** Carmen Bengochea will request proposals from Pye-Barker and others to replace the fire alarm panel in building 26.

**ELEVATOR REPAIRS:** Motion Elevator's proposal was accepted.

**NEW BUSINESS:**

**BUILDING 26 BROKEN GARAGE DOOR LOCK ASSEMBLY:** Broten charges a service fee for quotes. Unit-owner Angel Perez will be contacted to assess the repair.

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**POOL VAULT LIFTERS:** Carmen Bengochea will research replacing the failing lifters and report back to Alan.

**TRASH CHUTE DOOR** (Building 26, 3<sup>rd</sup> floor) was repaired by Southern Chute.

**ANNUAL FIRE EXTINGUISHER INSPECTION** was conducted by LaTour. We have two more years before the extinguishers need replacing with projected cost of \$2000.

**POOL HOURS:** Alan asked Minnette to contact Katzman Chandler to obtain a written copy of the agreement between Condos Four and Six regarding pool-closing hours (8 p.m. in winter and 9 p.m. in summer.

**PARKING LOT VIOLATION:** Unit Owner 26/202 will be sent a violation letter regarding vehicle with expired tag.

### **UNIT OWNERS' COMMENTS:**

There was a complaint that a sprinkler is hitting a bedroom window. [J&J Lawn Service will be told to correct.]

There was a complaint about the canal being dirty. [Lake Masters will be contacted to clean.]

President Alan Levine **adjourned** the meeting at 12:08 PM.

Minnette Cummins  
Secretary

**Holiday Springs Village Condominium 4**  
**Board of Directors Meeting Minutes — Tuesday, February 11, 2020**

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on February 11, 2020. The meeting convened at 10:00 a.m. with President Alan Levine presiding.
- **Roll call** was taken and the following Directors were present: President Alan Levine, Helen Augustus, Peter Lauro, and Donna Silva. Absent were Minnette Cummins, John Jablonski, and Donna Richardson. A quorum was declared.
  - Also present were three (3) additional unit owners. Benchmark Property Management was unrepresented.
- **Minutes**
  - Minutes of the January 14<sup>th</sup> meeting, which had been prepared by Secretary Minnette Cummins, were read aloud by Alan Levine. **Motion** was made by Peter Lauro (seconded by Helen Augustus) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was not available. A synopsis of the Benchmark-prepared financial report for January was presented by Alan Levine.
- **Committee Reports** – none.
- **Unfinished Business**
  - **Landscaping**
    - The detailed proposal of Phase 2 from J&J Lawn Service for \$6,430.32 was distributed to the directors, as well as the overview of what had been done in Phase 1.
    - **Motion** was made by Peter Lauro (seconded by Helen Augustus) to accept the proposal. After discussion, motion was carried by unanimous voice vote.
  - **Fire Alarm System Replacement/Upgrade (building 26)**
    - Two proposals had been received, one from Pye-Barker for \$29,917.70 plus tax and one from Broward County Security Company for \$24,600 plus tax.
    - After discussion, it was agreed to table the matter until the next meeting when all directors will be present.
  - **Elevator Repairs**
    - We are still waiting for Motion Elevator to receive the push-button hall fixtures (building 26) and schedule the repairs.
  - **Swimming Pool Vault Lid Lifters**
    - Property Manager Carmen Bengochea had contacted six companies. Only one (Seminole Pool Service) stated that they could handle the job. Seminole is in the process of ordering the lifters from the manufacturer.
  - **Pool Hours Mediation**
    - We have had no response from Katzman Chandler for a request for the resolution that had been agreed to at last year's meeting.

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- **Parking Lot Violation**
  - Status report from Katzman Chandler is pending.

➤ **New Business**

- **Irrigation Pump Repairs**
  - McMahon Irrigation has replaced the burnt-out components and relocated the input pipe. Repair or replacement of zone-1 solenoid is pending.
- **Canal Cleaning**
  - We were unable to contact Lake Masters.
- **Fire Extinguishers at Pool House**
  - Latour Fire Equipment Company had installed two extinguishers for \$207.

➤ **Unit Owners' Comments** were entertained.

➤ **Motion to Adjourn** was made by Peter Lauro (seconded by Helen Augustus). Motion was carried by unanimous voice vote. Meeting adjourned at **11:18 a.m.**

## **HOLIDAY SPRINGS VILLAGE CONDOMINIUM 04**

### **BOARD OF DIRECTORS BOARD MEETING MINUTES – TUESDAY MARCH 10, 2020**

The regular meeting of the Holiday Springs Village Condominium 4 Board of Directors was held in the Clubhouse in Margate on March 10, 2020. Directors present were Alan Levine, Peter Lauro, John Jablonski, Donna Richardson, Donna Silva and Minnette Cummins. Helen Augustus was absent. A quorum was declared and President Alan Levine called the meeting to order at 10:00 am.

Alan introduced Vince Puma from Pye-Barker. He presented the proposal for repairing and upgrading the fire alarm system in Bldg.26. A representative from Broward County Security will be invited to present their proposal.

Motion by Peter Lauro and seconded by John Jablonski to accept the February minutes as read. Approved unanimously.

Minnette read the Treasurer's Report. There were no Committee Reports.

Three unassigned parking lot spaces have been numbered and stenciled. Motion Elevator is still waiting for parts. Pool Vault lifters are not functioning and will be replaced.

The procedure to sticker a vehicle in violation of parking lot rules was outlined as follows: document the vehicle with photo, email the photo and unit owner information to the management company and request the violation letter be sent to unit owner. If violation is not corrected, place sticker on back window. If that doesn't work, tow the vehicle.

Solitude Lake Management was contacted to spray the drainage canal. The herbicide takes up to four weeks to be effective.

Repairs to Irrigation Zone 1 were made by McMahon's Irrigation. The Pump Slab is in need of support due to soil erosion. Coastal cannot do the work. Carmen will research further.

Motion to hire Coastal to repair the catwalk in Bldg. 25 near Unit 103 at a cost of \$400 was made by Minnette Cummins and seconded by Peter Lauro. Motion passed unanimously.

Decision to repair the paver edging near the pool was tabled. Recent repairs to washing machines were necessary due to overloading or not allowing the cycle to be completed.

The bicycle rack is located between Bldgs. 25 & 26. It was noted that personal items are being stored outside of the lockers in the storage rooms. This is a violation of our rules and items may be removed.

Motion was made by Peter Lauro and seconded by Donna Silva to keep the recycle bin unlocked. Vote was tied 3 to 3. Motion lost.

Due to leaking dishwasher in Bldg 26 Unit 304, water and mold damage occurred in units 303 and 203. ServiceMaster assessed damage in 303 and prepared report and proposal for mitigation. A letter from our attorney will be sent to Unit 304.

Meeting adjourned.

Minnette Cummins, Secretary

## **HOLIDAY SPRINGS VILLAGE CONDOMINIUM 04**

### **BOARD OF DIRECTORS MEETING MINUTES – TUESDAY, MARCH 24, 2020**

The meeting of the Holiday Springs Village Condominium 4 Board of Directors was held at the satellite pool on March 24, 2020.

Directors present were Alan Levine, John Jablonski, Donna Silva, Donna Richardson, Peter Lauro, Minnette Cummins. Helen Augustus was absent. A quorum was declared.

President, Alan Levine called the meeting to order at 10:06 am. Alan reviewed the situation with the Fire Alarm Panel in Bldg. 26 and introduced Dan Cross from Broward County Security. He presented the proposal and addressed members' questions.

Preliminary discussions regarding financing, special assessment and including Bldg. 25 in the upgrade were conducted. Minnette Cummins will contact CenterState Bank for loan details.

Meeting adjourned.

Minnette Cummins, Secretary

- HOLIDAY SPRINGS VILLAGE CONDOMINIUM 4
- BOARD OF DIRECTORS BOARD MEETING MINUTES – TUESDAY, MAY 12, 2020

The regular meeting of the Holiday Springs Village Condominium 4 Board of Directors was held at the satellite pool at 3251 Holiday Springs Blvd., Margate on May 12, 2020.

Directors present were Helen Augustus, Minnette Cummins, John Jablonski, Peter Lauro, Alan Levine, Donna Richardson and Donna Silva. Property Manager, Carmen Bengochea was absent. A quorum was declared and President Alan Levine called the meeting to order at 10:02 am.

Minnette Cummins read the March 10<sup>th</sup> minutes and March 24<sup>th</sup> minutes. Minutes were accepted. Minnette referred Directors to the bank statements in the April financial report.

Alan reviewed the **elevator fire alarm recall system proposals** from Pye-Barker Fire & Safety, Broward Security and Bass United. The system in Building 26 needs to be replaced and brought up to current code. Building 25 is currently functioning. It was moved by Minnette Cummins, seconded by John Jablonski that we negotiate with Pye-Barker Fire & Safety subject to review by Katzman Chandler. Since we are under Covid-19 quarantine, issues of concern are beginning and ending dates, failure to complete work on time and access to members' units. By roll-call vote: Helen Augustus and Donna Silva voted against; Minnette Cummins, John Jablonski, Alan Levine and Donna Richardson voted in favor; Peter Lauro abstained. Motion passed.

Alan Levine outlined possible **"special assessment" plans**. Minnette Cummins suggested the financing priorities as follows: 1. Wait for the pending closing on Unit 26/106 which will add all past due maintenance fees to the operating account; thereby eliminating the need or substantially reducing the amount of a special assessment. 2. A bank loan should be our last resort.

Alan Levine reported the **status of general repairs and monthly services** as follows:

**Motion Elevator:** Is waiting for parts.

**Pool: Seminole Pool** will reevaluate the vault cover lifters.

**Canal: Solitude Lake Mgmnt.** sprayed April 1<sup>st</sup>. They not responsible for removing debris.

**Pump Slab:** The concrete slab needs support. Donna Richardson will contact Gus for evaluation.

**Irrigation system: McMahon** repaired Zone 1. Due to low water level, system is turned off.

**Landscaping: J&J Landscaping** has been using the hose to water the new shrubs.

Helen Augustus volunteered to water the shrubs in front of Bldg. 26.

**Parking Lot:** Unit owner is no longer in violation.

**Laundry Rooms:** Washers in Bldg. 25 are frequently needing service.

**Paver Walk:** Ask Angel Perez to repair.

**Pest Control: Forever Gone** will perform service as scheduled. Unit owners may refuse service.

Alan Levine signed letter regarding the **2019 Annual Report** to Lane Genet.

**Motion to adjourn** made by Peter Lauro, 2nd by Helen Augustus. Unanimously approved. Adjournment at 12:03 PM.

Respectfully submitted,  
Minnette Cummins, Secretary

## **HOLIDAY SPRINGS VILLAGE CONDOMINIUM 4**

### **BOARD OF DIRECTORS MEETING JUNE 9, 2020**

The regular meeting of the Holiday Springs Village Condominium 4 Board of Directors was held at the satellite pool at 3251 Holiday Springs Blvd. Margate, Florida. Directors present were Helen Augustus, Minnette Cummins, John Jablonski, Peter Lauro, Alan Levine, Donna Richardson, and Donna Silva. Property Manager, Carmen Bengochea attended by telephone. Quorum was declared. **President Alan Levine called the meeting to order at 10:04 AM.**

Minnette Cummins read the minutes of the May 12<sup>th</sup> meeting. It was moved by Alan Levine, seconded by John Jablonski to accept minutes as corrected. Vote was unanimous.

Minnette read the April and May Treasurer's reports. She reported that Unit 106 in Bldg. 26 was sold and we are anticipating receipt of the past due payments from the attorney and the security deposit and June maintenance payment from the new owner.

Alan reviewed our documents regarding charging interest and acceleration of maintenance payments. **Unit 407 Bldg. 26 will be referred to Katzman Chandler for collection.**

Alan reported that an **addendum to the Pye-Barker Fire Alarm contract was sent on June 8<sup>th</sup>**. We are waiting for their response.

The Clubhouse Pool is now open. Bring your own chair.

The Board agreed that our **Pool Committee** should meet. Donna Silva will coordinate the meeting and post the notice.

A vehicle without the Association sticker has been parked in a guest space for over 30 days. Benchmark will send **a violation letter to the owner in Unit 401 Bldg. 26.**

It was moved by Minnette Cummins, seconded by Donna Richardson to adjourn the meeting. Vote was unanimous. **Meeting adjourned at 11:01 AM.**

Respectfully submitted,

Minnette Cummins, Secretary



## **HOLIDAY SPRINGS VILLAGE CONDOMINIUM 4**

### **BOARD OF DIRECTORS REGULAR BOARD MEETING JULY 14, 2020**

The meeting was held at the satellite pool and **called to order at 10:03AM by Alan Levine, President.** A quorum was declared with Helen Augustus, Minnette Cummins, John Jablonski, Peter Lauro, Alan Levine, Donna Richardson, Donna Silva present. Property Manager, Carmen Bengochea was present by speakerphone.

Minnette Cummins made motion to dispense with the reading of the minutes and accept the minutes as distributed. Peter Lauro seconded and motion passed unanimously. The Treasurer's report was read.

Alan Levine reported the Holiday Springs Recreation Center will not be our voting location in August and November. Broward County has mailed notices to registered voters. He reported that Pye-Barker has started phase 1 of the contract. Three additional conduits were installed and conduits were painted at no extra charge. Motion Elevator replaced the elevator call buttons on 2<sup>nd</sup> floor in Building 26. Annual registration as "Housing for Older Persons" is no longer required. Pride is now PJ's Cleaning. Water intrusion in units 208 and 108 in Bldg. 26 is being addressed. **Property insurance renewal is due August 1<sup>st</sup>.** We should expect a significant increase in the area of 15%. AT&T Cable contract expires in 2022. Florida has a new "emotional support animal" law.

Donna Richardson moved **to purchase two washing machines from Mesmen to replace the malfunctioning machines on the 4<sup>th</sup> floor next to door and 2<sup>nd</sup> floor next to the window in Bldg 25. Motion was seconded by Helen Augustus and passed unanimously.**

Donna Silva gave **the Pool Committee report** covering cleaning/repairing the pavers, request for installation of commercial BBQ grills, purchase of fan, men's restroom lighting. Minnette Cummins reported the rethatching of three Tiki Huts which were damaged in a storm has been contracted and will be scheduled as soon as possible. Obtaining paver cleaning and sealing proposals has started. It was agreed that a licensed electrician should install the fan and the restroom lighting.

Minnette Cummins **moved to install a ceiling fan at the pool cabana. Peter Lauro seconded the motion and all were in favor.**

Donna Silva **motioned to purchase 3 Park style commercial BBQ grills at \$149 each. Donna Richardson seconded the motion and it was unanimously approved.**

Minnette Cummins moved for adjournment. Donna Richardson seconded the motion and motion passed unanimously. Meeting adjourned at 12:35PM.

Respectfully submitted,

Minnette Cummins, Secretary

## **HOLIDAY SPRINGS VILLAGE CONDOMINIUM 4 BOARD OF DIRECTORS MEETING AUGUST 11, 2020**

The regular meeting of the Holiday Springs Village Condominium 4 Board of Directors was held at the satellite pool at 3251 Holiday Springs Blvd., Margate, Florida. The Recreation Center is not available for meetings due to the Covid19 Pandemic. Directors present were Helen Augustus, Minnette Cummins, Peter Lauro, Alan Levine, Donna Richardson and Donna Silva. John Jablonski was absent/excused. Property Manager, Carment Bengochea attended by phone. Two unit owners were present.

**A quorum was declared and President Alan Levine called the meeting to order at 10:03 AM.**

Peter Lauro motioned, seconded by Donna Richardson to accept the minutes of the July 14th meeting as read. Unanimously approved by show of hands.

Minnette Cummins read the Treasurer's Report.

Alan Levine reported the following: **our assessment to the Recreation Board will remain the same for 2021.** The Rec Board is entering negotiations for the cable TV contract with AT&T and Blue Stream.

**Two washing machines were ordered from Mesmen.**

**A ceiling fan for the pool house was purchased by Condo 6. Interior and exterior LED light fixtures for the restrooms were purchased by Condo 4 . All will be installed by Mr. Sparky.**

**Two BBQ grills were purchased by Condo 6 and will be installed August 15<sup>th</sup>. The costs will be apportioned per our easement agreement with Condo 6.**

**Matt Daly and Condo 6 contractor will be submitting bids for pool paver cleaning, sealing and repairs.**

**Building 26 Unit 301 past due maintenance fees, late charges and interest was deposited to the Operating Account. The account is no longer in collection with the attorney. The unit is still bank-Owned.**

**Pool lifters and new vault cover will cost \$3500, proposal from Seminole Pools.**

**Pye-Barker work is scheduled for inspection on August 11<sup>th</sup>. Motion Elevator will install needed Rapid Link Board for \$309.**

**Carmen Bengochea contacted West End Plumbing to address the water intrusion in Building 26, Units 108 and 208.**

Action on Amendments has been tabled.

Unit owners' comments were heard.

Motion to adjourn was made by Peter Lauro, seconded by Helen Augustus. Unanimously approved. Meeting was adjourned at 11:39 AM.

Respectfully submitted,

Minnette Cummins, Secretary

**HOLIDAY SPRINGS VILLAGE CONDOMINIUM 4  
BOARD OF DIRECTORS MEETING SEPTEMBER 8, 2020**

The regular monthly meeting of Holiday Springs Village Condominium 4 Board of Directors was held at the satellite pool at 3251-61 Holiday Springs Blvd., Margate Florida. Due to Covid19 the Recreation Center is not available. Directors present were Helen Augustus, Minnette Cummins, John Jablonski, Peter Lauro, Alan Levine, Donna Richardson, and Donna Silva. Property Manager Carmen Bengochea attended by telephone. Two unit owners were present.

A quorum was declared and President Alan Levine called the meeting to order at 10:08 AM.

Donna Richardson motioned to accept August 11<sup>th</sup> **minutes** as corrected. Seconded by John Jablonski; unanimously approved.

Minnette Cummins read the **Treasurer's Report** and stated the 2019 Annual Financial Report was available. The unit owners were notified by letter.

Donna Richardson stated an updated **emotional support animal form** needs to be included in the screening package. Carmen Bengochea will forward a copy for our approval.

Alan Levine reported two **BBQ grills** were installed at the pool. Installation of the **vault cover** and lifters is pending. Contractor, On the Spot, will **clean and seal the pool pavers** for \$1150. Repairs will be done for \$600. The **canal** has been sprayed.

**Our Annual Meeting will be held at the Recreation Center on December 8<sup>th</sup>, 2020. Alan will request permission to conduct the November Budget Approval Meeting in the Recreation Center Auditorium.**

Coastline will contact Unit Owners 108 and 208 in Bldg 26 to make **drywall repairs**.

**Pye-Barker** inspection done. **Motion Elevator** determined the **jacks** are in very good condition. Controller is obsolete; parts are still available. Reserve funds are not designated for jack replacement only. Board agreed to investigate cost of replacing interior of **elevator cabs**.

Alan requested a quote from **J&J Landscaping to grade and lay rock in the a/c condensate areas** of both buildings. **It was agreed to continue locking the recycle dumpster.**

Many **'EXIT' lights were not meeting code requirements**. Alan Levine **replaced 19 lights and batteries** costing \$1224. No charge for labor.

Board agreed that the **monthly catwalk washing should be done quarterly**. The contract should be renegotiated for 2021.

Alan Levine appointed **Peter Lauro to the Pool Committee** to replace George Montiel. There were no objections.

Unit owner comments were heard. There was no new business to discuss; Alan Levine adjourned the meeting at 11:50 AM.

Respectfully submitted,  
Minnette Cummins

## **HOLIDAY SPRINGS VILLAGE CONOMINIUM 4 BOARD OF DIRECTORS MEETING OCTOBER 13, 2020**

The regular monthly meeting of Holiday Springs Village Condominium 4 Board of Directors was held at the satellite pool at 3251 Holiday Springs Blvd., Margate, Florida. Due to Covid19 the Recreation Center is not available. Present were Directors Helen Augustus, Minnette Cummins, John Jablonski, Peter Lauro, Alan Levine, Donna Richardson and Donna Silva. Property Manager Carmen Bengochea attended by phone. Four unit-owners were present.

A quorum was declared and President Alan Levine called the meeting to order at 10:06 AM.

Minnette Cummins read the **September minutes**. Peter Lauro moved to accept the minutes as corrected (punctuation and spelling). Motion seconded by Donna Richardson and passed unanimously by voice vote. Minnette Cummins read the **Treasurer's report**.

Donna Silva reported that the **Pool Committee** had not met. Alan reported the **vault cover** has been installed. The edges are sharp and there is no provision to attach the poles to support the cover when it is opened. Alan will discuss with Seminole Pool.

Donna Richardson reported the **Screening Committee** has scheduled an interview with the buyer of unit 404, Bldg. 26.

Alan reported the **Recreation Board** met via ZOOM. The two grills will be available. The library will remain closed. Residents will continue to use their 2020 ID cards until further notice. New residents will be issued 2021 ID cards.

AT&T will not be ready to negotiate a **TV contract** for two to three months. Comcast has not responded. Blue Stream Fiber submitted a proposal for \$59.99 per home with no increase in year two, a 3% increase year 3 and increases capped at 3.5% for years 4 thru 10. They will make a one-time payment to each association of \$ 575 per unit. Condo 4 would receive \$36,800, payable one-half 30 days from signing the contract and one-half 30 days from activation. We will wait to receive proposals from Comcast and AT&T.

Alan reported the **drywall repairs** in Bldg. 26 units 108 and 208 were completed. **J&J Lawn Service** submitted a proposal for grading and installing rock in the condensate areas of both buildings for \$4474. We will revisit the scope of work with John. The elevator refurbishing company did not show up and the phone is disconnected. Washing the pool deck will not be added to the pool janitorial contract. **Two "NO TRESPASSING" signs will be posted replacing the faded signs by the canal.**

**Correspondence** from Charles Ayala reporting repairs are needed to catwalk surface by his door. Coastline will be contacted to schedule the repair.

The proposed **2021 budget** was discussed. Minnette Cummins has a proposal for a reserve study. Peter Lauro requested a proposal from a second company.

President Alan Levine **adjourned** the meeting at 12:20 PM.

Respectfully submitted,

Minnette Cummins, Secretary

**HOLIDAY SPRINGS VILLAGE CONDOMINIUM 4**  
**MINUTES OF BOARD OF DIRECTORS MEETING November 10, 2020**

The Budget meeting of the Holiday Springs Village Condominium 4 Board of Directors was held in the auditorium at 3131 Holiday Springs Blvd., Margate, Florida. Present were Helen Augustus, Minnette Cummins, John Jablonski, Alan Levine, Donna Richardson, and Donna Silva. Peter Lauro was absent [excused]. Property Manager Carmen Bengochea attended by phone. Six unit owners were present.

A quorum was declared and President Alan Levine called the meeting to order at 9:34 AM.

Secretary Minnette Cummins read the minutes of the October meeting. Minutes were unanimously approved.

Treasurer Minnette Cummins read the Treasurer's Report.

Donna Richardson reported the prospective buyer of Unit 407 in Bldg. 26 will be interviewed soon.

Alan Levine reported that the issues with the pool vault cover have been corrected. Two "No Fishing" signs are ready to be posted. The repairs to Unit 208 in Bldg. 26 are completed.

Alan stated he will negotiate WIFI at our pool and surveillance access by the mailboxes with Bluestream. AT&T has not submitted a proposal.

Backflow valves must be installed at the pool and both buildings. Proposals have been received from Cape Backflow and Jay's Superior Service. West End Plumbing will be submitting a bid.

**Minnette Cummins moved to accept the proposed 2021 Budget. Seconded by John Jablonski. The 2021 budget was accepted by Roll Call vote. In favor were Helen Augustus, Minnette Cummins, John Jablonski, Alan Levine, and Donna Silva. Donna Richardson was opposed.**

Unit owners comments were heard.

Helen Augustus motioned to adjourn; seconded by Donna Richardson. Alan adjourned the meeting at 10:58AM.

Respectfully submitted,  
Minnette Cummins, Secretary

**Adopted****HOLIDAY SPRINGS CONDOMINIUM 4 ASSOCIATION, INC.****Operating Budget****January 1, 2021 through December 31, 2021**

<b>INCOME</b>		<b>2020</b>	<b>2021</b>
3020-000	Maintenance Assessments	\$ 300,939	\$ 309,430
3050-000	Laundry Fees	\$ 7,000	\$ 6,700
3055-003	Reimbursements from Condo #6	\$ 7,700	\$ 7,700
<b>TOTAL INCOME</b>		<b>\$ 315,639</b>	<b>\$ 323,830</b>
<b>EXPENSES</b>			
<b>G/L #</b>	<b>ADMINISTRATIVE</b>		
5310-000	Management Fee	\$ 10,968	\$ 11,352
5336-000	Fees To Division	\$ 256	\$ 256
5335-000	Licenses, Fees & Permits	\$ 500	\$ 500
5330-000	Insurance Package & Finance Charges	\$ 48,000	\$ 58,500
5315-000	Office Expense	\$ 1,400	\$ 1,000
5321-000	Legal Fees	\$ 4,000	\$ 3,000
5320-000	Accounting	\$ 2,300	\$ 2,000
5325-003	Rec. Center Expense	\$ 46,176	\$ 46,176
<b>UTILITIES</b>			
5210-000	Electric	\$ 6,200	\$ 5,300
5240-000	Trash Removal	\$ 6,800	\$ 7,100
5220-000	Water/Sewer/Canals	\$ 40,000	\$ 44,000
5250-000	Cable T.V.	\$ 33,265	\$ 34,262
5230-000	Elevator Telephone	\$ 1,200	\$ 1,300
<b>BUILDINGS AND GROUNDS</b>			
5020-000	Lawn Maintenance Contract	\$ 10,800	\$ 10,800
5021-000	Landscaping	\$ 8,000	\$ 8,000
5133-000	Fire Equipment	\$ 900	\$ 1,000
5024-000	Pest Control (interior and perimeter)	\$ 3,100	\$ 3,100
5060-000	Pool Maintenance & Janitorial Contracts (Shared with condo 6)	\$ 5,450	\$ 5,280
5061-000	Satellite Pool Repairs (Shared with condo 6)	\$ 1,700	\$ 1,200
5122-000	Elevator Maintenance Contract & Repairs	\$ 4,000	\$ 4,000
5022-000	Tree Trimming	\$ 3,000	\$ 3,000
5051-000	Irrigation Repairs	\$ 750	\$ 900
5140-000	Janitorial Service (Bldgs 25 & 26)	\$ 10,800	\$ 10,800
5100-000	Repairs & Maintenance	\$ 20,000	\$ 15,000
<b>SUBTOTAL</b>		<b>\$ 269,565</b>	<b>\$ 277,826</b>
<b>PLUS RESERVES</b>		<b>\$ 46,074</b>	<b>\$ 46,004</b>
<b>TOTAL EXPENSES</b>		<b>\$ 315,639</b>	<b>\$ 323,830</b>


**RESERVE FUND SUMMARY**

1	2	3	4	5	6	7	8	9	10
Item	Estimated cost of replacement	Opening Balance 01/01/20	Added in 2020	Expended in 2020	Estimated Closing Balance 12/31/20	Balance to Fully Fund	Initial life in years	Remaining life in years	2021 Annual Contribution
Roof	\$ 200,000	\$ 43,945	\$ 22,744	\$ -	\$ 66,689	\$ 133,311	30	6	\$ 22,219
Mansard	\$ 75,000	\$ 21,580	\$ 3,630	\$ -	\$ 25,210	\$ 49,790	30	14	\$ 3,556
Painting	\$ 60,000	\$ 35,685	\$ 3,546	\$ -	\$ 39,231	\$ 20,769	9	6	\$ 3,462
Paving	\$ 60,000	\$ 10,949	\$ 4,996	\$ -	\$ 15,945	\$ 44,055	15	9	\$ 4,895
Elevators	\$ 100,000	\$ 48,480	\$ 10,567	\$ -	\$ 59,047	\$ 40,953	25	4	\$ 10,238
Laundry Room & Equip.	\$ 16,000	\$ 5,644	\$ 1,320	\$ 2,401	\$ 4,564	\$ 11,437	12	7	\$ 1,634
<b>Totals</b>	<b>\$ 511,000</b>	<b>\$ 166,283</b>	<b>\$ 46,803</b>	<b>\$ 2,401</b>	<b>\$ 210,686</b>	<b>\$ 300,315</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ 46,004</b>

The 2021 Annual Assessment is payable in 12 monthly installments as follows:

No. of Units	Unit Type	Percentage of Ownership	Total Monthly Payment
24	1 Bedroom - 1 1/2 Bath	0.1351893	\$349
40	2 Bedroom - 2 Bath	0.1688864	\$435

Amounts have been rounded to the nearest whole dollar

Approved 11/10/2020  


**Holiday Springs Village Condominium, Inc. No. 4**  
**Annual Unit Owners Meeting – Tuesday, December 8, 2020**

- Holiday Springs Village Condominium, Inc. No. 4 assembled for its annual meeting at the clubhouse in Margate, Florida, on December 18, 2020.
- **Notices** of this meeting had been sent to unit owners by First Class USPS mail on October 7<sup>th</sup> and November 17<sup>th</sup> along with proxy instructions.
- **Call to Order** – Meeting was called to order by President Alan Levine at 10:00 a.m.
- **Attendance** – Seven (7) unit owners in person and nine (9) represented by proxy for a total of sixteen (16). A quorum was not attained.
- **Adjournment** at 10:15 a.m.
- **Election of Directors**
  - Inasmuch as there are seven (7) positions on the Board of Directors and only five (5) applications, an election is not necessary.
  - By acclamation, the new Board of Directors is comprised of Helen Augustus, Peter Lauro, Alan Levine, Donna Richardson, and Donna Silva.

It should be noted that these minutes were taken by Alan Levine.

Respectfully submitted,

Peter Lauro

Secretary



**Holiday Springs Village Condominium 4**  
**Board of Directors Meeting Minutes – Tuesday, December 8, 2020**

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on December 8, 2020. The meeting convened at 10:21 a.m. with President Alan Levine presiding.
- **Roll call** was taken and the following Directors were present: Alan Levine, Helen Augustus, Peter Lauro, and Donna Richardson. Donna Silva had been excused. A quorum was declared.
- **Reorganization/Election of Officers**
  - Alan Levine turned the chair over to Peter Lauro to conduct elections.
  - Helen Augustus nominated Alan Levine for **president** (seconded by Peter Lauro). He accepted. There were no additional nominations. **Alan Levine** continues as **president**.
  - Donna Richardson nominated Peter Lauro for **vice president**. He declined.
  - Helen Augustus nominated Donna Richardson for **vice president**. She accepted. There were no additional nominations. **Donna Richardson** is elected **vice president**.
  - Helen Augustus nominated Peter Lauro for **secretary**. He accepted. There were no additional nominations. **Peter Lauro** is elected **secretary**.
  - Helen Augustus nominated Peter Lauro for **treasurer**. He accepted. There were no additional nominations. **Peter Lauro** is elected **treasurer**.
  - Peter Lauro turned the chair back to Alan Levine.
- Alan Levine stated that he would like to continue as the Condo-4 representative on the **Recreation Board**. There were no objections.
- **Establishment and Reorganization of Committees** – tabled until the next meeting.
- **Signatories**
  - Bank signatories will be Alan Levine and Peter Lauro.
  - AvidXchange approvers will be Alan Levine (BM1) and Peter Lauro (BM2).
- **Minutes**
  - Minutes of the November 10<sup>th</sup> budget meeting were read aloud by former secretary Minnette Cummins.
  - **Motion** was made by Peter Lauro (seconded by Helen Augustus) to **accept** the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for November was presented by former treasurer Minnette Cummins.
- **Screening Committee Report** was presented by Donna Richardson.
- **President's Report** was presented by Alan Levine.
  - **Blue Stream** contract is being reviewed by attorney Mary Ann Chandler. Since the previous meeting, Blue Stream has upped the door fee from \$575 to \$600 per unit and included WiFi at the satellite pool.
  - **Backflow Assembly:** We are awaiting Cape Backflow's revised proposal.

( continued on next page )



**Holiday Springs Village Condominium 4**  
**Board of Directors Meeting Minutes — Tuesday, December 8, 2020**  
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- **Covid 19** – After discussion, it was agreed that Alan Levine will vote \*nay\* at the Rec. Board meeting to the motion of whether to ease current clubhouse restrictions, if that motion should be presented.
- Donna Richardson leaves the meeting. Quorum is sustained.
- **Blue Stream Fiber**
  - **Motion** was made by Peter Lauro (seconded by Helen Augustus) to accept the Blue Stream Fiber contract. After discussion, motion was carried by unanimous voice vote.
- **Unit Owners Comments** were entertained.
- **Motion to Adjourn** was made by Peter Lauro (seconded by Helen Augustus). Meeting adjourned at 11:30 a.m.

These minutes had been drafted by Alan Levine.

Respectfully submitted,

Peter Lauro, secretary