



## **C. E. A. Property Management**

777 South Flagler Drive  
Suite 800-West Tower  
West Palm Beach, FL 33401  
Phone (561) 795-2232  
Fax (561)795-6628

### **LEGACY HOA MEETING**

July 7, 2009  
Smith Farm Pavilion  
7:00pm

#### **BOARD MEMBERS PRESENT:**

**Mona Feigenbaum, President**  
**Deborah Megna, Vice President**  
**Charles Levine, Secretary**  
**Jill Salinas, Treasurer**

#### **ABSENT**

**Douglas Watt, Director**

#### **ALSO PRESENT:**

Sandy Bennett, Property Manager

**Meeting called to order at 7:06**

**Quorum Established**

#### **Acceptance of Last Meeting Minutes**

Minutes from last meeting  
Not available tabled until next meeting  
Prime should have minutes from June meeting

#### **Transfer from Prime:**

5.29 checks lost by Prime  
Bills were supposed to be sent to CEA, Sandy will check on that.  
The National City account can be closed. Sandy will send document to close acct and send to National City after the statement is received.  
FPL accounts-Sandy will contact to check on what they are for.  
Send FS for June when they are received from Prime.  
Motion to accept FS for May 09 made by Mona, Jill second, all in favor, motion carried.

#### **Payables**

Authorization to pay  
All payables will be sent for auth to pay.  
FPL-Auto payments is ok-Chuck motion to accept for FPL accts, second by Jill, all in favor, motion carried.  
Call vendors regarding their checks being lost, also other vendors.

### **Procedures for Collections**

Payments are due by the 15<sup>th</sup>-

First reminder letter will go out on the 16<sup>th</sup>. \$5.

1<sup>st</sup> of the month- Final demand \$25 letter fee is imposed.

Send over template of final letter to board, should state attorney fees.

Board is ok with collection schedule.

### **Expectations for the attorney: (Sachs & Sax)**

Historical copies of all accts going 6 months.

Status report monthly-same day each month, on the 29<sup>th</sup> of each month.

Conference call once per month

10 properties severely delinquent-have a list of 9 properties from Mona that shows are at the attorney.

Attorney-30 minute phone call free (Sachs)

Board asked for the letter to be sent to Sachs office via Registered Mail.

### **Rental Restrictions**

Rental- The documents do allow to approve or disapprove and impose deposits.

Rental policy discussion

Application Fee

Deposit

2-3 properties that are being rented.

Sandy will make recommendations to the board for the next meeting and try to come to a board decision.

6305-vacant-Mona suggested that this needs to be maintained by the HOA. Do not know if bank owned or still owner owned. No motion made

### **Committee Reports**

ARC-Debbie Hernandez

Master ARC Forms-Debbie will continue to handle.

Debbie will scan and send the copies of each ARC to Sandy for file.

### **CR&R**

#### **Grievance Committee**

#### **3 members needed**

Maintenance issues to address:

PCR

PCDSS

Mulching

Landscaping

Basketball hoop

Wed & sat trash days

Sat: yard debris on Friday

Burke house-send trash viol

Landscaping company-Azeteca Landscaping cannot put out debris.

#### **Landscaping**

Hydro-there is a bid in the transition papers, re-do system somewhere around \$12000.

Motion made to fix just repair by Chuck, second Jill, no opposed, all in favor of repair.

3 Bids out the major repairs on the station needed.

Front landscaping is tabled.

Owners upset about front entry

Hedges were replaced by Kingsley

Obtain some bids for upgrading landscaping for entire front, three companies; try to get by the time we are considering the new budget.

CEA does offer a Newsletter, Sandy will provide a template for the Board to review.

Website updates-Board can send information that they would like to add to the website. Minutes will be posted after they are approved at the meetings.

American Pressure cleaning-For multi homes.

**Motion to Adjourn**