

**SAIL HARBOUR HOMEOWNERS' ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS' MEETING**

**April 9, 2007**

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- A. Call to Order
- M. Riker called the meeting to order at 7:00 p.m.
- B. Roll Call
- Michelle Riker, Bonnie Raishe, Ashlee Curtis, and Kerry Tater (Castle Management)
  - Also in attendance: Brian Donnelly, President of Briar Bay HOA, Eva Polak and Robert Jacobowitz with United K9 Special Patrol, and Daryl Deka of Palm Beach-Broward Landscaping
- C. Reading of the Minutes
- B. Raishe motioned to waive reading of the minutes. It was seconded by A. Curtis and passed unanimously.
- D. Finance Committee
- B. Raishe reported the financials and balance of accounts as of February 28, 2007 [March 31, 2007]: total current assets \$158,453.21; total reserve cash \$165,256.80; total other assets \$2,049.75 for a total of all assets of \$326,759.76; total other liabilities \$136,428.77; total reserve liability \$166,256.80; total owner's equity \$24,074.19 for a total of liabilities and equity of \$326,759.76.
- E. Committees
- M. Riker reported that the Architectural Committee received no requests.
  - M. Riker reported that no new leases were received.
- F. Management Report
- Water restrictions have been put in place and Castle Management has confirmed that the sprinklers have been adjusted. It is anticipated that a 2-day watering restriction will be imposed.
  - Hamal informed Castle Management that although Hamal has no written documentation, the City of West Palm Beach advises that Hamal owns the perimeter wall. Hamal does not know when they will repair the cracked wall. There was discussion concerning whether there will be an issue if jasmine is strapped to the wall. K. Tater will check into whether Hamal will cover the cost of the jasmine.
  - Extra paint is currently stored in the Briar Bay clubhouse.

- Concerning roof repairs, eight units previously sent letters from the attorney still are not repaired. A second letter will go out giving them 15 days to comply. Litigation for non-compliance was discussed.

#### G. Security

- Eva Polak with United K9 Special Patrol, the new security company hired by Briar Bay, made a presentation. It was noted that the Briar Bay property manager will monitor the patrolling guards. The roving guard will cover the entire Briar Bay properties during the period 3:00 p.m. to 3:00 a.m. M. Riker advised Ms. Polak and the roving guard, Robert Jacobowitz, of Sail Harbour's towing policy.
- Brian Donnelly, President of Briar Bay HOA, advised the Board on the status of the guard gate software program to identify all residents. He indicated that a website will be set up to enable the HOAs to make changes to identify new owners/tenants. He also advised of the status of removal of the entranceway pavers.

#### H. Landscaping

- Daryl Deka of Palm Beach-Broward Landscaping presented bids for landscaping at the back of Southard. Motion by B. Raishe, seconded by A. Curtis, and carried to accept the 90-day proposal. It was decided to hold off doing the landscaping until the rainy season. It was requested that Castle advise the homeowner of the decision to complete the landscaping.
- D. Deka will follow up on the missing sod and bushes at 6131-6137 United Street.
- D. Deka advised the Board concerning frequency of Palm Beach-Broward's property inspection and work.
- Because of the water restrictions, Palm Beach-Broward Landscaping may need to apply for a variance in order to get enough water.
- Miscellaneous items: moss on the trees, ok; they will follow up on removal of tree rebar; they will get fallen trees up; tree trimming just done last fall and not necessary to do again.
- The Board has decided to hold off on the jasmine proposal to determine if Hamal responsible for the cost of same.
- It was noted that there are several homeowners with landscaping violations. Castle is requested to review them again and provide violation letters. Castle advises that the standard procedure is for a 30 day violation letter to be sent, a second letter giving 15 days to correct is sent, and then the matter goes to the attorney. Castle will check with HOA attorney Ed Dicker concerning their procedures and to confirm that an invoice goes with the letter.

#### I. Delinquencies

- A February 13, 2007 update was received from Attorney Levine. The Board advised Castle that it would like a monthly update on status of delinquencies from both attorneys. Castle advises that a demand letter is

sent around the 20<sup>th</sup> of the month (giving 10 days to come current) and then the matter goes to the attorney, who sends a demand letter.

- The Board requests Castle obtain a list from Attorney Levine of the status of all delinquencies.
- Castle will determine whether any matters have been sent to new HOA Attorney Dicker.
- The Board requested copies of all correspondence sent for delinquencies.

#### J. Old Business

- Sail Harbour homeowner Alex Hansen advised that he cannot head a committee concerning the turnpike expansion, inasmuch as it would be a conflict of interest, but he is willing to work in an advisory capacity. The Board decided to table any action concerning lobbying for a privacy wall until the results of the noise study have been presented.
- The Board requested Castle follow up on the cost and method of obtaining a community website.
- Concerning resident communication, Castle provided a call log and indicated there was no correspondence from any homeowners this month. The Board requested copies of all incoming and outgoing correspondence be included in the management report each month.
- Although a representative of Benjamin Moore had confirmed he would be in attendance at the meeting to answer questions, he was not in attendance. The Board will contact Attorney Dicker regarding options.
- No responses have been received to letters regarding illegal tenants. After discussion, the Board will request a Briar Bay list of Sail Harbour residents with gate keys and do a comparison with Sail Harbour's list.
- After discussion, a motion by A. Curtis, seconded by M. Riker, was carried that pursuant to the by-laws a \$1000 security deposit will be required for all future leases. This policy is to be effective May 15. It was noted that the lease application needs to be updated to reflect the deposit. Castle will prepare a letter to all residents, advising of the deposit requirement.

#### K. Open Forum

- A homeowner enquired about the hibiscus between the garages and about adding gutters. She was advised to submit an ARC application for the gutters.
- A homeowner enquired about Castle's Legal Department and K. Tater advised of its duties and responsibilities.

#### L. Announcements

- Briar Bay meeting is scheduled for April 10, 2007 at 6:30 p.m.
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#### M. Next Meeting Schedule

- The next Board of Directors meeting is scheduled for May 14, 2007.

N. Meeting Adjourned

- M. Riker adjourned the meeting at 8.40 p.m.

Respectfully submitted,

Bonnie Raishe

Secretary

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