

**Sunrise Lakes Phase 4
Recreation Association
5/18/21 Meeting Minutes**

- Meeting Called to order at 12:05 PM by Sheila Portney.
- Pledge of Allegiance
- Supervisors in attendance were, Sheila Portney, Elizabeth Vazquez, Stan Leibowitz, Sandra Hankin, Monica Portela and Yvonne Hepler. Also, in attendance James Nyquist.

Approval of Prior Meetings Minutes

Motion 1: Sandra made a motion to accept the minutes from the April 20, 2021 meeting as presented. Second by Monica, Motion passed unanimously.

Treasurer's Report

Stan Leibowitz gave the Treasurer's Report.

Narrative as of April 30, 2020

Popular Community Bank- Money Market \$52,787.00

Popular Community Bank- Operating \$348,727.00

Stan made a motion to allow guest on the golf course. 2nd by Monica. Motion passed unanimously.

Sunrsie Lakes Phase 4 Recreation Association
Financial Narrative Report
May 31, 2021

DRAFT

Cash Balances at May 31, 2021

Popular Community Bank - Money Market	\$	52,802
Popular Community Bank - Operating		348,148
Total Operating Cash	\$	<u>400,950</u>
 Popular Community Bank - Escrow	 \$	 1,737
		 <u><u>402,687</u></u>

Total operating expenses for the month are \$27,008 against a budgeted amount of \$41,407 resulting in a balance under budget of \$14,399 for the month of May and over budget \$10,091 for the 5 month ending May 31, 2021.

Sunsie Lakes Phase 4 Recreation District
 Financial Narrative Report
 May 31st 2021

DRAFT

Cash Balances at May 31, 2021

Petty Cash	\$ 400
Popular Community Bank - Operating	\$ 893,610
Popular Community Bank - Capital Projects	\$ 1,111,873
BB&T - Capital Projects	\$ 62,669
Popular Community Bank - Payroll	\$ 181,692
Total Cash - General Fund	<u><u>\$ 2,250,244</u></u>

Total general fund expenditures for the month are \$142,792 against a budgeted amount of \$221,122 resulting in a balance under budget of \$78,330 for the month of May and under budget \$308,127 for the 9 months ended May 31, 2021.

<u>Capital Projects</u>	<u>Remaining</u>
Main Clubhouse Theater Sound	(970)
Main Clubhouse Mansards	275,423
Main Clubhouse Pool Renovation	33,336
ADA Parking Lots	731,552
Satellite Projects	130,376
Interest	4,845
Total	<u><u>1,174,561</u></u>

HIGH-SYSTEMS



Sunrise Lakes Phase 4 Recreation District:

Attention: Board Members

ID Card Proposal

The purpose of this proposal is to develop an ID Card System for Sunrise Lakes Phase 4 Recreation District. The project has the goal to implement a Database, which will have all Owners and resident's information up to date. The Database will be used to create resident ID Cards which will allow control and also to stop access to the Main Club House to those who are delinquent.

What we will do:

- Our commitment will be to develop a Database to manage all owners and residential information.
- Database and Software will be used to create new ID cards and to re-issue them.
- A specific web based system will be developed to control the access to the Main Club House to the owners and residents who desire to get access to all club amenities.
- Developed Web Base program will be installed at security desk, box office and golf office.
- Database will be designed to upload the delinquency excel file provided by Juda's Office by a specific, trained employee to this purpose.
- The Web Based program will show the residents who are in delinquency.
- Current ID Card Database will allow the operator to keep all residents and owners information up to date, also will allow creation and modification of resident information.

This proposal include:

- Database redesigned
- ID Card web based system software
- Training and support
- One year support and maintenance

HIGH-SYSTEMS

Web Base System Cost

Software Implementation			\$ 6,200.00
Hosting Service	\$45 per Month		\$ 540.00
Maintenance and Updates	\$140 per Month	1 Year	\$ 1,680.00
			\$ 8,420.00

Lakes Phase 4 resident ID Card issue

After Web Based system is tested and approved the second process will start, creating all resident ID Cards. Taking pictures, printing new magnetic strip cards and updating Database. Sunrise lakes has the right to re-issue whole ID Cards using the office staff or people they desire to continue the process. High-Systems LLC may continue the process and complete the whole project bringing in his employees if the association is agreed with the follow charges:

Residents	Minutes Avg	Hours Avg	Days per Labor
3978	39780	663	83

Total Buildings	Weeks
65	13

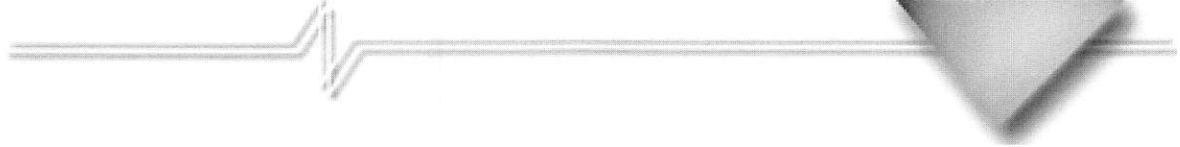
\$ Per ID Card
\$ 4.05

Employees	\$ per Hour	\$ Per Day	Total Per Project

3	\$ 15.00	\$ 360.00	\$ 5,400.00
---	----------	-----------	-------------

Fargo 250 Print YMCO Ribbon	16	\$62	\$ 986.54	\$ 1,055.60
ID Strips	8	ID Strips x 500 \$76.70	\$ 608.63	\$ 651.24
1 Fargo DTC 1250e	1	With Encoded \$2.149	\$ 2,149.00	\$ 2,299.43
				\$ 4,006.27

HIGH-SYSTEMS



Should you have any questions or need any additional information, please feel free to contact me at (954) 638-2345.

Sincerely,

Alexander Uribe
HIGH-SYSTEMS LLC

**Sunrise Lakes Phase 4
Recreation Association
6/15/21 Meeting Minutes**

- Meeting Called to order at 10:35 AM by Sheila Portney.
- Pledge of Allegiance
- Supervisors in attendance were, Sheila Portney, Elizabeth Vazquez, Stan Leibowitz, Sandra Hankin, Monica Portela and Yvonne Hepler. Also, in attendance James Nyquist.

Approval of Prior Meetings Minutes

Motion 1: Sandra made a motion to accept the minutes from the May, 2021 meeting as presented. Second by Monica, liz passed unanimously.

Treasurer's Report

Stan Leibowitz gave the Treasurer's Report.

Narrative as of May 31, 2020

Popular Community Bank- Money Market \$52,802.00

Popular Community Bank- Operating \$348,148.00

Re Write the documents

Stan made a motion to rewrite the documents bringing them up to date. 2nd by Sandra.

Open for discussion- this would be required in dissolving the rec district. The estimate would be 15,000 to 18,000 by Bender to do the work.

Vote taken Sandra – yes / Sheila – yes / Liz – No / Monica – No / Stanley – yes / Yvonne – No

Motion Fails to pass 3 to 3

Good and welfare

Meeting adjourned at 11:09am

Sunrsie Lakes Phase 4 Recreation Association
Financial Narrative Report
May 31, 2021

Cash Balances at May 31, 2021

Popular Community Bank - Money Market	\$	53,029
Popular Community Bank - Operating		<u>323,417</u>
Total Operating Cash	\$	<u>376,446</u>
Popular Community Bank - Escrow	\$	1,737
		<u><u>378,183</u></u>

Total operating expenses for the month are \$31,347 against a budgeted amount of \$41,407 resulting in a balance under budget of \$10,060 for the month of May and over budget \$14,429 for the 5 month ending May 31, 2021.