

***Nob Hill Business Center***  
***Condo Association***  
**Agenda**

Darrin Mousing Treasurer
Roger Krahl Vice Chairman
Timothy Smith Chairman

**GMS-SE, LLC**  
**5385 N. Nob Hill Road**  
**Sunrise, Florida**

**December 3, 2019 2:00 pm**

1. Roll Call
2. Approval for the August 2<sup>nd</sup> meeting minutes
3. Discussion of planned improvements to become ADA compliant
4. Discussion for Capital Assessment for Building 2 for roof replacement
5. Ratification on Storm Shield payment(s) for roof recover and repairs to Building 2
6. Ratification of Storm Shield Payment of \$1,800 to fix lightening damage to the roof  
on Building 1
7. Discussion of online Association payments
8. Financial Report
  - A. Profit and Loss
  - B. Assessment Collection
9. Adoption of the proposed 2020 budget
10. Adjournment

**MINUTES OF MEETING  
NOB HILL  
BUSINESS CENTER CONDO ASSOCIATION**

The Regular meeting of the Nob Hill Business Center Condo Association was held Friday, **August 2, 2019** at 4:05 p.m.

Present and constituting a quorum were:

Tim Smith	Chairman
Darrin Mossing	Treasurer
Darrin Mossing, Jr.	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Smith called the meeting to order, called the roll, and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Ratification of State Contracting Being Assigned as Project Manager**

Mr. Smith: We sent out a memorandum to Storm Shield Roofing and Windows advising them that the FCE contract and engineering was going to act as agent for the Condo association with regard to the re-roofing project because we are a little more versed in these issues than Jason, but to his credit he has done a good job. The update is we sent it out, and then I sent a follow-up email to John at Storm Shield that said I called today and arranged for a meeting either Thursday or Friday. He called yesterday and couldn't agree on a meeting today, so John is coming over to discuss some of the concerns that have been voiced about the roof installation. He's meeting with Paul Cardy, our President, and hopefully we'll get all this resolved and everything will be fine moving forward and we'll complete the project.

Mr. Mossing: Should we make a motion for that?

Mr. Smith: Sure, go ahead out of abundance of caution.

On MOTION by Mr. Mossing, seconded by Mr. Smith with all in favor, the State Contracting Assignment as Project Manager to Oversee Roof Replacement Project, was ratified.
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**THIRD ORDER OF BUSINESS****Discussion of ADA Compliance Lawsuit**

Mr. Smith: The next item is discussion of the ADA Compliance Lawsuit. On the 21<sup>st</sup> of July we received a United States district court summons and civil action. The lawsuit was filed by the plaintiff Emilio Canero. Basically, it is an ADA complaint that Nob Hill Business Condo Center Association is not in compliance with the ADA requirement of the 2010 addition to the 1990 law. Basically what that says is, to the extent that is possible, all businesses that are open to the public and governing agencies, offices, etc. need to remove barriers to the disabled. That's a pretty gray statement. Nonetheless, there are any number of things that could be done that are not terribly expensive. We've hired a lawyer, Dave Newman, who has done some of these. Dave's take on it is, to the extent you can do it, it's not going to damage your business. You are going to go bankrupt trying to rebuild everything on the property, you should be able to negotiate that with the plaintiff. Now the way this works, the Plaintiff by law is not allowed to benefit as a whistle blower, so he goes around and identifies properties that are not in compliance and works with a law firm in Miami, and they file the complaint. What the law firm wants is a fee for their legal expenses or anticipated legal expenses as a negotiation. In this particular case the law firm has determined that that would be somewhere around \$25,000. So, take \$12,000 maybe we can negotiate around \$9,000. But in order to show that they are just not going around and holding up businesses for their gain, they have to in the agreement that the owner or operator puts forth an agreement to provide upgrades to the ADA accessibility of the project or the property. So, there's some things around here that are pretty simple. Connecting the sidewalk to the parking lot, the sidewalk that's on city property. That's pretty easy, there are about four access points to that. The handicapped parking spot can be modified with asphalt. They need to be 12' wide by Federal government guidelines and properly signed. In between the buildings, we have some areas that basically there's no curb cuts, there's a sidewalk to the curb and then there's a drop off. That's not too hard to replace. The real challenge and the expensive work is the crosswalks on the sidewalk are not 2% maximum, in some cases they are 5 and 6. So, in order to remedy that we would have to chop out all the sidewalks, repour them, repour the curbs, and then we would probably have to slope the asphalt because the curbs are going to be higher. We build up the asphalt so that you don't have a higher curb than code. So that would be extremely expensive because that regular concrete sidewalk is about \$5/square foot, and we've got a lot of square feet around here. So that would be devastating to us, if we had to do that in 180 days. We got a

\$100,000 life credit, we are not getting anymore. We just had an assessment and we are still trying to get everybody to finish paying, or to come up where they belong with their periodic payment where they financed it. I think we can make a case, possibly, that this is a huge burden and we're going to be damaged very badly. We are going to make a proposal to pay legal fees, in the amount of say \$9,000 and we are going to also agree that within a set period of time, I would prefer a year but we may have to go to 180 days, to make the easy ADA improvements. Then we will see where that goes. So, the judge will hear it and he will be the decider of that. I hired an engineer to draw up a civil site plan which showed these changes so we would have that as an exhibit. A survey was provided that to the engineer, Joel Role, in electronic form by Mr. Pulcie. We are going to ask Mr. Pulcie at his survey party, to come and take shots so we also have elevations that we can work with. That's in the process, and we hope to have it all done by the 8<sup>th</sup> and some kind of drawing to turn in and say this is what we can do and here's what we can pay, and anything beyond that is going to be hardship, unless you want to own a condo association as a common area of property. The attorney is probably going to be \$3,000 to \$3,500, and \$9,000 to the other attorneys, and I would hope that we could do all these things for maybe \$25,000 for the asphalt and the striping and the small concrete additions. If we enter into that, we are going to have to scrounge up that money. I think that probably the only way to do that is to have yet another assessment. But there's nothing you can do, because interestingly enough if you were to fight it and win, you don't win because the federal law was written such that the whistle blowers protected. So, if you win against the whistle blower, he doesn't have to pay your court costs even if you win. But if he wins, you have to pay his. It's almost certain that he would win on some of these issues. There're a lot of lawyers across the country that aren't good at much other than doing this to stay alive.

Mr. Mossing: Yes, Tim I agree. Basically the premise of your case would be that we believe our facility is handicap accessible, which it's probably not.

Mr. Smith: We have an expert report that says it's definitely not.

Mr. Mossing: Yes, and then you are looking for a waiver to basically go against the federal laws requiring you to give it handicap access. It's an uphill battle just from the start.

Mr. Smith: Yes I think this is one of those "got you's".

Mr. Mossing: Yes.

Mr. Smith: We have to pay up and shut up and smile. So that moving forward. I think that's the only thing we can do, is deal with it.

Mr. Mossing: You presented the short-term solution to get us through this. What prevents another person from filing against us if we don't do the big improvements? How do we get around the permanent solution? Or do we have to just do the improvements?

Mr. Smith: The short answer is, you can't unless you can convince the judge that it's very expensive, impractical, and beyond the means of the development. There's nothing you can do to prevent another group showing up other than get an agreement on that one. So, I think at some point we are going to be faced with doing the job right. We, the association, got handed this problem from the Developer. The Developer should have knowledge that this facility is not ADA. Maybe it was ADA in 1986 when it was built. But as the Developer owner, I believe he had a responsibility to be aware of this. He sold us this deal and sold everyone who bought a unit here a liability. I think that the development company probably has a liability in this. However, it has probably been dissolved or certainly has no assets.

Mr. Mossing: We basically gutted our office and rebuilt it, and all the permitting that we had to go through with the city and everybody else, and nobody ever mentioned the parking lot.

Mr. Smith: Because the permit was for the other. We did the same thing.

Mr. Mossing: I wish the company had said, hey you better be thinking about this.

Mr. Smith: So, we're getting a plan so we can evaluate this and look at it, but it won't be part of the one we present to the court. We will have it in our pocket, if we need it.

Mr. Mossing: Okay.

Mr. Smith: So, the other item is discussion of the ADA Compliance Report.

**FOURTH ORDER OF BUSINESS**

**Discussion of ADA Compliance Report  
Prepared by ADA Compliance Specialist,  
Inc.**

Mr. Smith: We've pretty well talked about that. I talked to him this week and he filled me in how the law changed in 2010. Part of that is you are grandfathered in. If it wasn't built after '92, '93, you were fine until 2010 when they decided this wasn't going to fly anymore.

Mr. Mossing: What did you think of the report?

Mr. Smith: I thought it was fairly thorough. I didn't find fault with it. We had the engineer out here yesterday, going around so he could prepare the drawings, etc. They do these

ADA type plans for people that are bringing the property up. He didn't find anything that we didn't already have in the expert's report. The expert didn't knit pick and go into anything that was too off the wall. He was a little tardy in getting his report out, but when I talked with him he was fine, reasonable. We discussed all these things and how to fix the cross slope, which is sort of a similar approach to what my engineer said; basically, put in a 5 foot sidewalk around the perimeter and chop out the rest of it. Make that planting area other than where you have a little sidewalk going out to the parking area. Those don't all have to be aligned or ADA. So, it's a pretty clean approach, basically just going to chop out all the concrete and pour a 5 foot sidewalk. So, you won't be able to have a block party out there like we can now. The city would like that, they like trees and plants, and grass and weeds. We are going to have to do something with the irrigation system here at some point, but right now in the rainy season we are good.

Mr. Mossing: I think this is going to become an issue with people selling property too.

Mr. Smith: Well, I don't know because you're selling the unit inside and if that's ADA compliant and all permitted I think your home free.

## **FIFTH ORDER OF BUSINESS**

### **Discussion of Financial Reports**

Mr. Mossing: We have the \$100,000 line of credit. I think we have sufficient funds to handle the deal with the legal fees.

Mr. Smith: We haven't put all that money in the bank, we haven't drawn on it.

Mr. Mossing: I don't know if you followed my one email where I had recapped what we paid the roofing contractor.

Mr. Smith: He's about half way paid. In the financial report, we still have \$44,000 in the operating account and then in the reserve we've got \$63,000. So, we've got a little cash in the bank at the moment without having to dip in too far. I like to see a little recap on that. If we've drawn on the line of credit yet.

Mr. Mossing: No we haven't, we still have the \$100,000 outstanding.

Mr. Smith: So, we're surviving somehow without that.

Mr. Mossing: In the reserve I think we've got up to \$113,000 in cash.

Mr. Smith: Great.

Mr. Mossing: We had the cash available to make those first two installments.

Mr. Smith: Right, good. So, no I don't think we are going to have to go out and borrow any more money, I think it's just we may have to draw down the line of credit.

Mr. Mossing: Yes. We have \$76,000 including in the receivables for the reserve. So basically, the balance of the contract is going to deplete that fund.

Mr. Smith: Right.

Mr. Mossing: And then we have the \$40,000 in the operating account, plus that line of credit.

Mr. Smith: Yes we are good on a cash basis, but I'm just thinking if we borrow that money, we're going to have to assess for it. The assessment had 183 or something like that and we are spending near that on the roof and on the electrical repairs, etc. So, we may be through that money and we may have to have another assessment. Or we need to have an annual meeting and elect some officers. I'm thinking we will probably have to figure out a way to pay that back. If we raise our fee, we can also take some of that to pay back reserves. For right now on a cash basis we are fine and you are allowed to take money from your reserve for operating and vice versa. But you can't do it forever, you have to reconcile. Speaking of officers, I think that since Roger has come to one meeting, that maybe Roger would be willing to relinquish the rest of his term. And then the Board could appoint someone to take that position. And I know that John Pulcie would probably do that for us.

Mr. Mossing: Oh, would he?

Mr. Smith: If he'll step down, we can fill that position until we have another election. So, we can get somebody to do a little more work than Roger and I understand what his constraints are. So, I'm going to recommend that to Jason. As far as the financial report, I'm not an accountant, and I didn't play one on TV, but I did take a year of accounting. I've sat down with my bookkeeper went through all the stuff you guys provided and figured it out. I would like to enter the documents that were provided for the operating and the reserve balance sheet into the record as the financial report. And so, if you will make a motion to accept them?

On MOTION by Mr. Mossing, seconded by Mr. Smith, with all in favor, the Financial Reports as presented, were accepted.
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## **SIXTH ORDER OF BUSINESS**

### **Other Business**

Mr. Mossing: In other business, Jason circulated the property insurance.

Mr. Smith: I just saw that. I'm with you. We'll just flow with it this year. Was it a large increase?

Mr. Mossing: I don't believe so.

Mr. Smith: I'll look at it. But if it's not a large increase, I'd say we can stay where we're at rather than, while we are going through this litigation, getting cold feet in insurance companies, and they don't like bad news.

Mr. Mossing. Yes.

Mr. Smith: Unless it's your bad news, then you have to buy more insurance. Speaking of that, insurance companies as you know don't insure against punitive damages, or civil issues of noncompliance, etc. But some of them will give you policy where they will defend you. So, I think we need to just look at see if that's possible. So, essentially buying lawyer insurance. I'll talk to Jason about that one.

Mr. Mossing: Okay.

## **SEVENTH ORDER OF BUSINESS**

### **Roof Project/Site Lighting**

Mr. Smith: The roof project is moving along. We've had some concerns with the roofer because he is not very communicative. We send him stuff and he doesn't get back to us. He's coming in for a meeting with Paul. I think the major concern was along the back of the building where the flag thing is, he didn't tear off the old metal. The new metal over hangs and then you can put your hand under it. In a driving rain, we are concerned the water could push up underneath there and our new roof would leak. That's our major concern right now.

Mr. Mossing: Okay.

Mr. Smith: He seems to have taken care of most of it. The other thing is that we are supposed to get a Mule-Hide warranty. He has to provide that, so we are not going to be paying him anytime soon unless the industry standard quality issues are resolved. I think he's probably going to cave in to do that because he doesn't have much choice. We do have a payment performance bond on him so, if he didn't fix it we would send him a 72-hour notice and if he doesn't comply, then we can fire up a letter to the bonding company, and then they twist his arm. We also have a \$160,000 insurance policy to get it fixed right. He doesn't have much of a choice other than to satisfy our issues.



Mr. Mossing: Okay, and we will not make any more payments to that contractor until you guys sign off.

Mr. Smith: Yes. Let us sign off on it, so we've got a little control over that. The rest of the stuff I don't care about, I don't want to sign to have the garbage picked up, but that particular one we just need to get him fixed up. Next is site lighting. We did all the big poles and they are now working. All the wall mount lights around the building and in the interior court area in the back are all working. The only thing we've got left in lighting are the lights in the awnings above the building. We have enough lights to be sufficiently protected against slip and fall, and what not, but we will eventually have to do that. That's probably going to be about \$25,000 or \$30,000. I won't do it this week, maybe the week after next. We need to get to that.

Mr. Mossing: Okay.

Mr. Smith: I can't think of any other items, other than to adjourn.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned at 4:43 p.m.

On MOTION by Mr. Mossing, seconded by Mr. Smith, with all in favor, the meeting adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

Nob Hill Business Center Condo Association  
 Capital Assessment Summary

Owners	Building 2		Total Amount	Square Feet	Monthly Payments		
	Roof Replacement	ADA Improvements			1 Year	2 Years	3 Years
SPIRITUAL WARFARE CHURCH	\$15,649.02	\$3,912.25	\$19,561.27	4,078.26	\$1,630.11	\$815.05	\$543.37
AMERICAN TOP TEAM OF SUNRISE	\$14,097.99	\$3,524.50	\$17,622.49	3,674.05	\$1,468.54	\$734.27	\$489.51
B & B BUSINESS CENTER	\$23,077.26	\$5,769.32	\$28,846.58	6,014.12	\$2,403.88	\$1,201.94	\$801.29
AUTO DEPOT CENTER	\$17,439.45	\$4,359.86	\$21,799.31	4,544.86	\$1,816.61	\$908.30	\$605.54
DA MEDICAL WAREHOUSE	\$14,097.99	\$3,524.50	\$17,622.49	3,674.05	\$1,468.54	\$734.27	\$489.51
PULLATTU PROPERTIES	\$8,288.31	\$2,072.08	\$10,360.39	2,160.00	\$863.37	\$431.68	\$287.79
ARNEEB INVESTMENT REALTY	\$7,360.71	\$1,840.18	\$9,200.89	1,918.26	\$766.74	\$383.37	\$255.58
5381 CONDO LLC	\$15,649.02	\$3,912.25	\$19,561.27	4,078.26	\$1,630.11	\$815.05	\$543.37
DRP PROPERTY HOLDINGS	\$28,195.98	\$7,049.00	\$35,244.98	7,348.10	\$2,937.08	\$1,468.54	\$979.03
FNJSLAB	\$26,418.72	\$6,604.68	\$33,023.39	6,884.93	\$2,751.95	\$1,375.97	\$917.32
STATE CONTRACTING	\$18,615.12	\$4,653.78	\$23,268.90	4,851.25	\$1,939.07	\$969.54	\$646.36
SUSIE'S SCRUMPTIOUS SWEETS	\$11,110.44	\$2,777.61	\$13,888.05	2,895.47	\$1,157.34	\$578.67	\$385.78
<b>TOTALS</b>	<b>\$200,000.00</b>	<b>\$50,000.00</b>	<b>\$250,000.00</b>	<b>52,121.61</b>			



# Storm Shield Roofing & Windows

2234 N. Federal Hwy, #349 | Boca Raton, FL 33431 |  
Florida Licenses: CBC1254591; CCC1327510 |  
561-544-7444 | StormShield2020@gmail.com | StormShieldConstruction.com

**RECIPIENT:**

**Nob Hill Business Center Condo Association**

c/o Governmental Management Services  
5385 N. Nob Hill Drive  
Sunrise, FL 33351

**SERVICE ADDRESS:**

5385 N Nob Hill Road  
Governmental Management Services  
Sunrise, FL 33351

Quote #1921	
Sent on	10/15/2019
<b>Total</b>	<b>\$1,800.00</b>

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT COST	TOTAL
Wall Repair	Use siliconizer to seal wall imperfection, add cement and stucco to complete the repair. Remove old caulking and clean the area Apply new 100% silicone waterproof caulking Let caulking cure, clean, and reapply new caulking where needed. Install new coping Metal edge and seal all attachments with special caulk.  Install new coping metal edge on the wall and seal attachments with special caulk.	1	\$1,800.00	\$1,800.00

**Total** **\$1,800.00**

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

4:30 PM

**Nob Hill Business Center Condo Association Inc**

11/26/19

**Balance Sheet**

Accrual Basis

As of October 31, 2019

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	<u>Oct 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Regions Checking	45,601.95
<b>Total Checking/Savings</b>	<u>45,601.95</u>
<b>Accounts Receivable</b>	
<b>Accounts Receivable Operations</b>	
B&B Business Center	2,981.08
Pullattu Properties	628.74
Spiritual Warfare Church	8,664.23
Susie's Scrumptious Sweets	336.52
<b>Total Accounts Receivable Operations</b>	<u>12,610.57</u>
<b>Total Accounts Receivable</b>	<u>12,610.57</u>
<b>Total Current Assets</b>	<u>58,212.52</u>
<b>TOTAL ASSETS</b>	<b><u>58,212.52</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Deferred HOA Revenue	3,644.22
<b>Total Other Current Liabilities</b>	<u>3,644.22</u>
<b>Total Current Liabilities</b>	<u>3,644.22</u>
<b>Total Liabilities</b>	3,644.22
<b>Equity</b>	
Opening Balance Equity	24,080.65
Retained Earnings	-1,072.47
Net Income	31,560.12
<b>Total Equity</b>	<u>54,568.30</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>58,212.52</u></b>

4:35 PM

11/26/19

Accrual Basis

**Nob Hill Business Center Condo Association Inc**  
**Profit & Loss Budget vs. Actual**  
January through October 2019

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	<u>Jan - Oct 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
HOA Income	127,555.28	129,495.76	-1,940.48
Interest Income	9.82	0.00	9.82
Miscellaneous Income	0.00	0.00	0.00
<b>Total Income</b>	<u>127,565.10</u>	<u>129,495.76</u>	<u>-1,930.66</u>
<b>Gross Profit</b>	127,565.10	129,495.76	-1,930.66
<b>Expense</b>			
Annual Corporate Fee	70.00	70.00	0.00
Bank Fees	244.93	500.00	-255.07
Business Tax	0.00	45.00	-45.00
Insurance Expense	26,504.38	27,523.02	-1,018.64
Landscaping	6,175.00	5,500.00	675.00
Management Fees	12,500.00	12,500.00	0.00
Meals and Entertainment	0.00	0.00	0.00
Miscellaneous	2,750.00	899.18	1,850.82
Office Supplies	470.12	83.32	386.80
Operating Reserves	0.00	0.00	0.00
Postage and Delivery	0.00	83.32	-83.32
Professional Fees- Tax Return	475.00	833.33	-358.33
Reconciliation Discrepancies	0.00	475.00	-475.00
Recycling	8,059.97	9,566.58	-1,506.61
Repairs and Maintenance	9,058.00	14,999.18	-5,941.18
Utilities	30,947.58	38,587.31	-7,639.73
<b>Total Expense</b>	<u>97,254.98</u>	<u>111,665.24</u>	<u>-14,410.26</u>
<b>Net Income</b>	<u><u>30,310.12</u></u>	<u><u>17,830.52</u></u>	<u><u>12,479.60</u></u>

4:34 PM

**Nob Hill Business Center Condo Association Inc**  
**Profit & Loss Unclassified**  
**January through October 2019**

11/26/19

Accrual Basis

	<u>Jan 19</u>	<u>Feb 19</u>	<u>Mar 19</u>	<u>Apr 19</u>	<u>May 19</u>	<u>Jun 19</u>	<u>Jul 19</u>	<u>Aug 19</u>	<u>Sep 19</u>	<u>Oct 19</u>	<u>TOTAL</u>
<b>Income</b>											
<b>HOA Income</b>	12,249.43	11,912.57	12,923.86	12,923.86	12,923.86	12,923.86	12,923.86	12,923.86	12,926.26	12,923.86	127,555.28
<b>Interest Income</b>	5.71	4.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.82
<b>Miscellaneous Income</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Income</b>	<u>12,255.14</u>	<u>11,916.68</u>	<u>12,923.86</u>	<u>12,923.86</u>	<u>12,923.86</u>	<u>12,923.86</u>	<u>12,923.86</u>	<u>12,923.86</u>	<u>12,926.26</u>	<u>12,923.86</u>	<u>127,565.10</u>
<b>Gross Profit</b>	12,255.14	11,916.68	12,923.86	12,923.86	12,923.86	12,923.86	12,923.86	12,923.86	12,926.26	12,923.86	127,565.10
<b>Expense</b>											
<b>Annual Corporate Fee</b>	0.00	70.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70.00
<b>Bank Fees</b>	0.00	0.00	122.56	0.00	9.38	0.00	7.94	8.21	9.78	87.06	244.93
<b>Insurance Expense</b>	2,013.36	2,013.36	2,013.36	2,013.36	2,013.36	2,013.36	2,013.36	10,315.72	0.00	2,095.14	26,504.38
<b>Landscaping</b>	550.00	550.00	0.00	1,225.00	0.00	0.00	2,200.00	0.00	550.00	1,100.00	6,175.00
<b>Management Fees</b>	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	12,500.00
<b>Miscellaneous</b>	0.00	0.00	0.00	0.00	0.00	0.00	2,750.00	0.00	0.00	0.00	2,750.00
<b>Office Supplies</b>	203.28	204.80	62.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	470.12
<b>Professional Fees- Tax Return</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	475.00	0.00	475.00
<b>Recycling</b>	965.57	985.18	756.56	761.39	763.11	765.29	765.29	760.93	769.43	767.22	8,059.97
<b>Repairs and Maintenance</b>	250.00	0.00	0.00	785.00	0.00	6,413.00	0.00	1,610.00	0.00	0.00	9,058.00
<b>Utilities</b>	3,281.52	3,227.89	3,242.94	3,127.09	3,011.18	3,205.76	2,989.22	2,935.67	2,978.62	2,947.69	30,947.58
<b>Total Expense</b>	<u>8,513.73</u>	<u>8,301.23</u>	<u>7,447.46</u>	<u>9,161.84</u>	<u>7,047.03</u>	<u>13,647.41</u>	<u>11,975.81</u>	<u>16,880.53</u>	<u>6,032.83</u>	<u>8,247.11</u>	<u>97,254.98</u>
<b>Net Income</b>	<u><b>3,741.41</b></u>	<u><b>3,615.45</b></u>	<u><b>5,476.40</b></u>	<u><b>3,762.02</b></u>	<u><b>5,876.83</b></u>	<u><b>-723.55</b></u>	<u><b>948.05</b></u>	<u><b>-3,956.67</b></u>	<u><b>6,893.43</b></u>	<u><b>4,676.75</b></u>	<u><b>30,310.12</b></u>

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**Nob Hill Business Center Condo Association Inc**  
**Reconciliation Summary**  
Regions Checking, Period Ending 10/31/2019

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	<u>Oct 31, 19</u>
<b>Beginning Balance</b>	43,121.95
<b>Cleared Transactions</b>	
Checks and Payments - 5 items	-5,820.21
Deposits and Credits - 3 items	9,477.11
	<u>3,656.90</u>
<b>Cleared Balance</b>	<b>46,778.85</b>
<b>Uncleared Transactions</b>	
Checks and Payments - 3 items	-1,176.90
Deposits and Credits - 1 item	0.00
	<u>-1,176.90</u>
<b>Register Balance as of 10/31/2019</b>	<b>45,601.95</b>
<b>New Transactions</b>	
Checks and Payments - 4 items	-6,914.82
Deposits and Credits - 3 items	10,501.89
	<u>3,587.07</u>
<b>Ending Balance</b>	<b>49,189.02</b>

**Nob Hill Business Center Condo Association Inc**  
**Reconciliation Detail**  
**Regions Checking, Period Ending 10/31/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						43,121.95
<b>Cleared Transactions</b>						
<b>Checks and Payments - 5 items</b>						
Bill Pmt -Check	10/01/2019	ACH	MacNeil Group, Inc	X	-2,095.14	-2,095.14
Check	10/01/2019			X	-10.16	-2,105.30
Bill Pmt -Check	10/08/2019	ACH	FPL	X	-182.02	-2,287.32
Check	10/15/2019	CHK	Republic Services In...	X	-767.22	-3,054.54
Bill Pmt -Check	10/21/2019	ACH	City of Sunrise	X	-2,765.67	-5,820.21
Total Checks and Payments					-5,820.21	-5,820.21
<b>Deposits and Credits - 3 items</b>						
Deposit	10/04/2019			X	1,386.72	1,386.72
Deposit	10/04/2019			X	6,268.27	7,654.99
Deposit	10/29/2019		DRP Property Holdi...	X	1,822.12	9,477.11
Total Deposits and Credits					9,477.11	9,477.11
Total Cleared Transactions					3,656.90	3,656.90
Cleared Balance					3,656.90	46,778.85
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Bill Pmt -Check	10/31/2019	1027	Sharp Blades Lands...		-1,100.00	-1,100.00
Bill Pmt -Check	10/31/2019	1029	GMS, LLC		-40.63	-1,140.63
Bill Pmt -Check	10/31/2019	1028	GMS, LLC		-36.27	-1,176.90
Total Checks and Payments					-1,176.90	-1,176.90
<b>Deposits and Credits - 1 item</b>						
Bill Pmt -Check	10/31/2019	1026	GMS, LLC		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-1,176.90	-1,176.90
Register Balance as of 10/31/2019					2,480.00	45,601.95
<b>New Transactions</b>						
<b>Checks and Payments - 4 items</b>						
Bill Pmt -Check	11/01/2019	ACH	MacNeil Group, Inc		-2,095.14	-2,095.14
Bill Pmt -Check	11/01/2019	1030	GMS- Central Florid...		-1,250.00	-3,345.14
Bill Pmt -Check	11/01/2019	ACH	Republic Services In...		-851.05	-4,196.19
Bill Pmt -Check	11/18/2019	ACH1...	City of Sunrise		-2,718.63	-6,914.82
Total Checks and Payments					-6,914.82	-6,914.82



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**Nob Hill Business Center Condo Association Inc**  
**Reconciliation Detail**  
**Regions Checking, Period Ending 10/31/2019**

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
<b>Deposits and Credits - 3 items</b>						
Deposit	11/08/2019				5,075.21	5,075.21
Deposit	11/15/2019				3,604.56	8,679.77
General Journal	11/26/2019	48	DRP Property Holdi...		1,822.12	10,501.89
Total Deposits and Credits					10,501.89	10,501.89
Total New Transactions					3,587.07	3,587.07
<b>Ending Balance</b>					<b>6,067.07</b>	<b>49,189.02</b>

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11/26/19

**Nob Hill Business Center Condo Association Inc**  
**A/R Aging Summary**  
**As of November 26, 2019**

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
B&B Business Center	0.00	1,490.54	1,490.54	0.00	0.00	2,981.08
Pullattu Properties	0.00	535.62	526.62	102.12	0.00	1,164.36
Spiritual Warfare Church	0.00	1,011.29	1,011.29	1,011.29	6,641.65	9,675.52
Susie's Scrumptious Sweets	0.00	300.53	0.00	0.00	0.00	300.53
<b>TOTAL</b>	<b>0.00</b>	<b>3,337.98</b>	<b>3,028.45</b>	<b>1,113.41</b>	<b>6,641.65</b>	<b>14,121.49</b>

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Accrual Basis

**Nob Hill Condo- Reserve**  
**Balance Sheet**  
As of October 31, 2019

	<u>Oct 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Regions	20,166.91
<b>Total Checking/Savings</b>	<u>20,166.91</u>
<b>Accounts Receivable</b>	
<b>Capital Assessment Receivable</b>	
Auto Depot Center	749.80
B&B Business Center	1,630.41
Spiritual Warfare Church	711.18
<b>Total Capital Assessment Receivable</b>	<u>3,091.39</u>
<b>Total Accounts Receivable</b>	<u>3,091.39</u>
<b>Total Current Assets</b>	<u>23,258.30</u>
<b>TOTAL ASSETS</b>	<b><u>23,258.30</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	2,225.00
<b>Total Accounts Payable</b>	<u>2,225.00</u>
<b>Total Current Liabilities</b>	<u>2,225.00</u>
<b>Total Liabilities</b>	2,225.00
<b>Equity</b>	
Opening Balance Equity	0.01
Retained Earnings	115,555.04
Net Income	-94,521.75
<b>Total Equity</b>	<u>21,033.30</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>23,258.30</u></b>

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Accrual Basis

**Nob Hill Condo- Reserve  
Profit & Loss  
January through October 2019**

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	<u>Jan - Oct 19</u>
Ordinary Income/Expense	
Income	
Capital Assessments	21,466.75
Total Income	<u>21,466.75</u>
Gross Profit	21,466.75
Expense	
Bank Fees	191.26
Capital Expenditures	104,110.00
Office Supplies	187.24
Professional Fees	11,500.00
Total Expense	<u>115,988.50</u>
Net Ordinary Income	<u>-94,521.75</u>
Net Income	<u><u>-94,521.75</u></u>

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Accrual Basis

**Nob Hill Condo- Reserve**  
**Profit & Loss Unclassified**  
 January through October 2019

	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19	Oct 19	TOTAL
<b>Ordinary Income/Expense</b>											
<b>Income</b>											
<b>Capital Assessments</b>	1,757.69	1,757.69	1,757.69	1,757.69	1,757.69	6,340.90	1,584.35	1,584.35	1,584.35	1,584.35	21,466.75
<b>Total Income</b>	1,757.69	1,757.69	1,757.69	1,757.69	1,757.69	6,340.90	1,584.35	1,584.35	1,584.35	1,584.35	21,466.75
<b>Gross Profit</b>	1,757.69	1,757.69	1,757.69	1,757.69	1,757.69	6,340.90	1,584.35	1,584.35	1,584.35	1,584.35	21,466.75
<b>Expense</b>											
<b>Bank Fees</b>	0.00	0.00	58.48	0.00	11.84	0.00	20.23	36.37	33.97	30.37	191.26
<b>Capital Expenditures</b>	0.00	6,150.00	0.00	5,560.00	0.00	47,200.00	40,000.00	0.00	0.00	5,200.00	104,110.00
<b>Office Supplies</b>	0.00	187.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	187.24
<b>Professional Fees</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,500.00	0.00	0.00	11,500.00
<b>Total Expense</b>	0.00	6,337.24	58.48	5,560.00	11.84	47,200.00	40,020.23	11,536.37	33.97	5,230.37	115,988.50
<b>Net Ordinary Income</b>	1,757.69	-4,579.55	1,699.21	-3,802.31	1,745.85	-40,859.10	-38,435.88	-9,952.02	1,550.38	-3,646.02	-94,521.75
<b>Net Income</b>	<b>1,757.69</b>	<b>-4,579.55</b>	<b>1,699.21</b>	<b>-3,802.31</b>	<b>1,745.85</b>	<b>-40,859.10</b>	<b>-38,435.88</b>	<b>-9,952.02</b>	<b>1,550.38</b>	<b>-3,646.02</b>	<b>-94,521.75</b>

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11/22/19

**Nob Hill Condo- Reserve  
Reconciliation Summary  
Regions, Period Ending 10/31/2019**

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	<u>Oct 31, 19</u>	
<b>Beginning Balance</b>		25,135.63
<b>Cleared Transactions</b>		
Checks and Payments - 2 items	-5,230.37	
Deposits and Credits - 1 item	<u>261.65</u>	
<b>Total Cleared Transactions</b>	<u>-4,968.72</u>	
<b>Cleared Balance</b>		<b><u>20,166.91</u></b>
<b>Register Balance as of 10/31/2019</b>		20,166.91
<b>New Transactions</b>		
Deposits and Credits - 1 item	<u>261.65</u>	
<b>Total New Transactions</b>	<u>261.65</u>	
<b>Ending Balance</b>		<b><u>20,428.56</u></b>

**Nob Hill Condo- Reserve  
Reconciliation Detail  
Regions, Period Ending 10/31/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						25,135.63
<b>Cleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Bill Pmt -Check	10/08/2019	113	Just Electric and Sol...	X	-5,200.00	-5,200.00
Check	10/31/2019			X	-30.37	-5,230.37
Total Checks and Payments					-5,230.37	-5,230.37
<b>Deposits and Credits - 1 item</b>						
Deposit	10/04/2019			X	261.65	261.65
Total Deposits and Credits					261.65	261.65
Total Cleared Transactions					-4,968.72	-4,968.72
Cleared Balance					-4,968.72	20,166.91
Register Balance as of 10/31/2019					-4,968.72	20,166.91
<b>New Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	11/04/2019				261.65	261.65
Total Deposits and Credits					261.65	261.65
Total New Transactions					261.65	261.65
<b>Ending Balance</b>					<b>-4,707.07</b>	<b>20,428.56</b>

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**Nob Hill Condo- Reserve  
A/R Aging Summary  
As of November 26, 2019**

---

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Auto Depot Center	0.00	410.70	410.70	339.10	0.00	1,160.50
B&B Business Center	0.00	543.47	0.00	0.00	1,086.94	1,630.41
Spiritual Warfare Church	0.00	368.53	368.53	342.65	0.00	1,079.71
<b>TOTAL</b>	<b>0.00</b>	<b>1,322.70</b>	<b>779.23</b>	<b>681.75</b>	<b>1,086.94</b>	<b>3,870.62</b>



Nob Hill Business Center Association, Inc.  
 Proposed Operating Budget - Calendar Year 2020

Description	Adopted 2019 Budget	Actuals as of 9-30-19	Projected Next 3 Months of 12-31-19	Projected as of 12-31-19	0% Increase	Proposed 2020 Budget	%
Income							
HOA Income	\$ 155,395	\$ 114,631	\$ 40,763	\$ 155,395	\$ -	\$ 155,395	-
Interest Income	\$ -	\$ 10	\$ 3	\$ 12	\$ -	\$ -	-
<b>Total Income</b>	<b>\$ 155,395</b>	<b>\$ 114,641</b>	<b>\$ 40,766</b>	<b>\$ 155,407</b>	<b>\$ -</b>	<b>\$ 155,395</b>	

Expenses	Adopted	Actuals as	Projected	Projected as	0% Increase	Proposed	%
Annual Corporate Fee	\$ 70	\$ 70	\$ -	\$ 70	\$ -	\$ 70	70
Bank Fees	\$ 600	\$ 158	\$ 30	\$ 188	\$ -	\$ 250	250
License&Permits	\$ 45	\$ -	\$ 45	\$ 45	\$ -	\$ 45	45
Insurance Expense	\$ 31,550	\$ 24,409	\$ 6,040	\$ 30,449	\$ -	\$ 31,550	31,550
Liability							
Flood							
Assc. Liab.							
Total Premiums	\$ 30,047						
Contingency	\$ 1,502						
<b>Total</b>	<b>\$ 31,550</b>						

Landscaping	\$ 6,600	\$ 5,075	\$ 1,650	\$ 6,725	\$ -	\$ 6,600	6,600	Sharpe Blades Landscaping \$550 Per Month
Management Fees	\$ 15,000	\$ 11,250	\$ 3,750	\$ 15,000	\$ -	\$ 15,750	15,750	GMS Administrative Management Fee
Miscellaneous	\$ 1,079	\$ 2,750	\$ -	\$ 2,750	\$ -	\$ 1,500	1,500	Minor unanticipated cost
Postage	\$ 100	\$ -	\$ 30	\$ 500	\$ -	\$ 100	100	GMS - special mailings, overnigh delivery, etc.
Office Supplies	\$ 100	\$ 470	\$ -	\$ 475	\$ -	\$ 475	475	GMS - minor office supplies, envelopes, etc.
Professional Fees - Tax Return	\$ 475	\$ 475	\$ -	\$ 475	\$ -	\$ 475	475	Grau & Co., CPA - Tax Return
Professional Fees - Legal	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	1,000	No legal fees paid in 2018
Recycling	\$ 11,480	\$ 7,293	\$ 2,310	\$ 9,603	\$ -	\$ 9,724	9,724	Republic Services - approx. \$770 per month
Repairs and Maintenance	\$ 17,999	\$ 9,058	\$ 5,000	\$ 14,058	\$ -	\$ 15,000	15,000	
Operating Reserve	\$ 22,992	\$ -	\$ -	\$ -	\$ -	\$ 30,991	30,991	
Utilities	\$ 46,305	\$ 28,000	\$ 9,000	\$ 37,000	\$ -	\$ 42,240	42,240	
Water, WW, garbage	\$ 36,000							See utility schedule worksheet
Electric	\$ 2,400							See utility schedule worksheet
Total Payments	\$ 38,400							
Contingency	\$ 3,840							
<b>Total</b>	<b>\$ 42,240</b>							

<b>Total Expense</b>	<b>\$ 155,394</b>	<b>\$ 89,008</b>	<b>\$ 27,855</b>	<b>\$ 116,863</b>	<b>\$ -</b>	<b>\$ 155,394</b>	
<b>Net Income</b>	<b>\$ 0</b>	<b>\$ 25,633</b>	<b>\$ 12,911</b>	<b>\$ 38,544</b>	<b>\$ -</b>	<b>\$ 0</b>	
Cash and Receivables Balance - 9-30-19						\$ 53,197	
Projected Excess Revenues						\$ 12,911	
Projected Cash and Receivables - 12-31-19						\$ 66,108	

Nob Hill Business Center Association, Inc.  
Proposed Capital Reserve Budget - Calendar Year 2020

Description	Adopted 2019 Budget	Actuals as of 10-31-19	Projected Next 2 Months: of 12-31-19	Projected as of 12-31-19	0% Increase	Proposed 2020 Budget	%
<b>Income</b>							
Capital Assessment - Building 1	\$ -	\$ 21,467	\$ 3,169	\$ 24,635	\$ -	\$ 19,012	
Capital Assessment - Building 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Assessment - ADA Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Income</b>	\$ -	\$ 21,467	\$ 3,169	\$ 24,635	\$ -	\$ 19,012	

Expenses							
Bank Fees	\$ -	\$ 191	\$ 75	\$ 266	\$ -	\$ 600	Regions Bank
Capital Expenditures-Building 1	\$ -	\$ 104,110	\$ -	\$ 104,110	\$ -	\$ -	
Capital Expenditures-Building 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Expenditures-ADA Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Office Supplies	\$ -	\$ 187	\$ -	\$ 187	\$ -	\$ 250	
Professional Fees - Legal	\$ -	\$ 11,500	\$ -	\$ 11,500	\$ -	\$ -	
<b>Total Expense</b>	\$ -	\$ 115,989	\$ 75	\$ 116,064	\$ -	\$ 850	

<b>Net Income</b>	\$ -	\$ (94,522)	\$ 3,094	\$ (91,428)	\$ -	\$ 18,162	
Cash and Receivables Balance - 10-31-19						\$ 23,258	
Projected Excess Revenues						\$ 3,094	
Projected Cash and Receivables -12-31-19						\$ 26,352	