

CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

August 21, 2018

The meeting was duly posted.

Meeting Called to Order: 602 pm by Tony Armer

1. Quorum Established (Present BOD: Scott Grant, Kiva Alvarez, Michele Pedulla, Tulio Zuloaga)
2. Meeting Notice Verification
3. Approval of Meeting Minutes (June 27, 2018), waived reading, motioned by Tulio, seconded by Scott.

Attendees:

Ameri-Tech: Matt O'Neil

Homeowners: Rene (1807)

President's Report: None

Master Restoration Update: Electricians in and working on affected units

Financial Report: Approximately 16.4K in delinquencies as of 8-21-18. Reminder to send to attorney at > 60 days delinquency. Full financials are sent to treasurer (Kiva) and reviewed with no concerns. Financial report motioned for approval by Michele, seconded by Scott.

Manager's Report:

1. Violations Report: Violations discussed by Matt O'Neil, completing walk-through for violations the first week of the month. Several violations reviewed, dog excrement on sidewalk (1821). Need Fine Committee to enforce fines, Tony noted several neighbors interested (Donna, Peggy) and will reach out. Very few issues in community noted.
2. Sidewalk pressure washing completing, noted improvement.
3. Update on drainage: Pinellas County Public Works aware of need for ditch attention, Matt calling weekly, suggest residents consider calling also. Street drain now with issues, call out for repair. Work order in place, awaiting completion.
4. Trash/Recycling pick up issues: Noted to have at least 5 weeks of no recycling pick up with WastePro. Matt awaiting proposal from 2 companies and will send out when available.

Old Business:

1. Paving Bids: Have 2 bids, awaiting 3rd. Anticipate around 65K, discussed methods to complete with current finances, will review at Budget Workshop.
2. Gutters: Have one bid for gutter repair, Matt to reach out for 2 more bids and then will review. Randy continues with inspecting and cleaning out.
3. Landscaping Bids: Have several to look at, awaiting current lawn service group (Summit) to complete bid. Discussed options including consolidating fertilization and sprinkler systems. Still awaiting Summit full service bid. Will need to readdress next meeting.
4. Landscaping Replenishment: Discussed quote from Summit for replacement of bushes but hard to understand what the quote entails. Tulio offered to walk with Summit as board representative and report back with further details.
5. Roofs: Discussed to continue roofs as reserve is available to complete based on condition list provided to Ameritech by Innovation Roofing. Discussed again about laundry room roofs that are leaking, Randy presented synopsis of condition of laundry room roofs for Matt to discuss with Keith. Reviewed Peggy (1866) roof and proposal to split cost 3 ways. Matt to review with Keith and reach out to Peggy.

New Business:

1. Discussed date for Budget Workshop at Ameritech. Several dates presented by Matt and discussed among board. Matt to check on dates (10-9 or 10-10 at 630 at Ameritech) and email board ASAP to reserve date and time.

Homeowner Concerns

1844-presented a request for a trailer to be parked for about one week in the parking lot near his home while in Haiti, board discussed and approved

- **NEXT MEETING: TBD-Budget Workshop, October 9 or 10, 2018 @ 630 pm at Ameritech. Matt to confirm and notify Board. Due to Workshop, will resume monthly meeting in November 2018.**
- **MEETING ADJOURNED: 727 PM** Motion by Tony, Seconded by Michele