

CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

March 6, 2019

The meeting was duly posted.

Meeting Called to Order: 630pm by Tulio Zuloaga

Quorum Established (Present BOD: Tony Armer, Kiva Alvarez, Scott Grant, Tulio Zuloaga, Michele Pedulla)

Meeting Notice Verification

Ameri-Tech: Robert Kelly

Rose Paving: Cprey and Todd

Homeowners: Donna (1808) Margaret (1866) Dianne (1806) William (1819) Kevin (1868) Ron (1882) Jennifer (1892) Rene (1807) Brina (1880) Stephen (1804) Donna (1840)

Old Business:

1. **Asphalt:** Rose Paving spoke, deposit check given, quote changed. Requested return of deposit check and contract is null and void. Consider All Phase from old quotes, Bob will contact for any updates to this quote and will readdress no later than next meeting.
2. **Gutters:** Reviewed updated quotes for gutters. Also need to add 1804 for a total of 8 units. All agreed to complete the work as quoted.
3. **Landscaping and Irrigation:** John Evans now our new company, out with Bob and Rene and walked the property. Will trim shrubbery to window level, pictures reviewed. Bob will post a notice to inform owners to identify shrubbery to be left alone. In 1-2 months, will reassess what needs to be replaced and begin replanting process. Irrigation-waiting for electric company to complete work for pump on east side of property. Bob to contact to complete this work. Discussed need for re-evaluation of area with cable (Frontier or Verizon?) on southwest part of the property, Bob will check on this.
4. **Termites:** Reviewed quote from Haskell's for tenting entire property, about \$50,000. This is for drywood termites, Bob will get a quote for subterranean coverage. Discussed tenting as a condo-associated activity. Will continue discussion on this. Haskell's offered 30% down and remaining can be in installment payments, considering using excess from 2018 as down payment. Will readdress at next meeting.

5. **Fence:** Fence quote was presented, need to separate as replacement for the existing fence that was removed in 2018 due to dilapidation and a new area for the dog park. Specifics of the dog park were discussed, including the need for double entry/exit to allow for dog to be unleashed in the park without escape. Bob will get more quotes and will re-address at next meeting.

New Business:

1. **Delinquencies:** 60 days or over need to go to attorney; reviewed the list and all agreed with plan for 60 days and over to attorney. Received pay-off for 1835 and should reflect in the next cycle.
2. **1883 Rental Unit:** Update given. Repairs complete except for porch roof and Rene recommended A/C check. Bob to contact. Ready for rental, \$1000 per month for rental on month to month status.
3. **School Press Box:** Construction at CCC, Bob will reach out to CCC to discuss press box (eye sore and concern for safety), plan to contact County if no response. Also will address overgrowth in fencing that is spilling over to Clearbrooke.
4. **Playground:** Discussed replacement of small playground that was destroyed in 2018 from Hurricane Irma. Peggy and Michele will look into quotes from Lowe's and contact Board.
5. **Rene's Maintenance Duties:** Related to letter sent to Ameritech. Assured Rene that Clearbrooke residents are very pleased with his work. Bob to check into 1805's status since last known as a trust.
6. **Number of Rentals (Added to agenda through homeowner concern):** Reviewed the lack of information as to the number of leased units and when leases expire. Propose to increase limit to 15 and will need to have 75% of homeowners agree. Approved units 1819 and 1892 to complete leases for this year only as long as the appropriate steps to lease are completed through unanimous vote by present board (Tony, Kiva, Scott, Michele). Bob will work on list and have on website for full disclosure.

Homeowner Discussions:

1. Carport update from Bob for affected owners (Kevin and Peggy).
2. Rentals as above discussed.

NEXT PROPOSED MEETING: Thursday, April 18 at 630 pm in Clubhouse

MEETING ADJOURNED: 824 PM Motion by Tony, Seconded by Kiva