

CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

September 13, 2021

BOARD OF DIRECTORS MEETING

Meeting Called to Order: 6:37 pm by Tony

Certify Quorum of the Board: Quorum Established (Present BOD: Tony Armer, Kiva Alvarez, Donna Kamp, Peggy Rogan, Michele Pedulla)

Certify Proof of Notice: Verified

Ameri-Tech: Robert Kelly

Homeowners (signed in): Cynthia Kluss – 1817; Mike Lansing – 1822; Marie -1842; Ronnie - 1845

New Business:

- 1. Clubhouse updates:** Peggy shared updates, next need is to have professional cleaners come in and clean furniture, etc. Robert to check on this. Board expressed appreciation for all the improvements.
- 2. Wheel Stops:** 1829 and 1831 need wheel stops, need to know ahead of time to move car. Also noted need two new wheel stops behind 1864-1866 in guest spots – crumbling. Robert has talked to John and will add the additional two wheel stops.
- 3. Tire on Front Porch:** Success with 1863 when letter sent and tires removed, need letter sent for 1855 where tires are on front porch.
- 4. Broken Glass:** 1871 – screen fixed by Mike, need letter to fix cracked window
- 5. Speeding:** 1842 – resident spoken to but still driving too fast and request letter to be sent. 1871 – fast driving and needs letter to be sent.
- 6. Gutters:** 1845 gutters full and needs trees trimmed. Robert to arrange for this for building 1841-1847
- 7. Tree Damage:** 1839-1841- Pictures sent via email, tree with termite damage, needs to be removed. Robert to arrange

Old Business:

- 1. Cameras/WiFi:** Three cameras with spotlights purchased, plan for installation with electrician on Wed/Thurs. Wifi is set up, in office of clubhouse. Tony offered to set up log-in for Ring Cameras after installation.

2. **Material/Modifications:** Picture sent via email, letter sent on 9-10-21 due to exterior condensation line from 2nd floor to ground on outside of building – 1815
3. **Violations/Fines/Delinquencies:**
 - a. 1807 – file lien
 - b. 1849 – pay by 10-15-21 outstanding balance plus attorney fees or will go to foreclosure
 - c. 1843 – full payment by 10-15-21 or go to foreclosure
 - d. 1879- 90 days delinquent, rental and needs to go to owner. Peggy/Robert to locate alternate address for owner. Discussed rent demand. Plan for contact via email and if not paid in 15 days, will go to attorney, or rent demand.
4. **Financials:** Reviewed, as of 8-31-2021, about \$19K plus.
5. **Roofs:** Wind mitigation reports on website for most buildings: <https://clearbrooketownhomes.org/index.php>. Plan for next roof 1818-1824 in November.
6. **Incidentals:** Plan to get BB&T card with \$1000 limit for incidentals for repairs around the community. Have Home Depot card but can find many items less expensive at other places. All agreed.
7. **1878 laundry room leak:** Reviewed pictures, 1880 owner needs to replace/repair gutter and roof from the screened in porch area that is causing the leak; letter to go out.

Homeowner Discussions:

1. **1842:** Mold issue in wall, 1844 leak. Requesting reimbursement for mold issue. Robert to check on association's responsibility
2. **1819:** Issues persist, children out without adult supervision, dog out without leash and defecating without owner cleaning up, dryer vent still not repaired. Letters have been sent without change. Fines need to be assessed and attorney to be consulted.
3. **1874:** Elephant ears update. This has been sprayed, dirt piles. Need new dirt put in. Robert to reach out to John Evans for next steps and timeline.
4. **1845:** Mosquitoes around the ditch area, owner instructed to call Pinellas County Mosquito Control for treatment.
5. **1847:** Carport is loose and may be bent. Mike to take a look and report back to Robert for next steps.

6. **1884:** Sold and will need to complete interview/orientation.
7. **Mike – Need for saw:** Discussed rent from Home Depot, check on insurance.
8. **1865:** covered patio issue – Robert to look.
9. Clearbrooke Website reminder: <https://clearbrooketownhomes.org/index.php>
10. For those interested, please join our private community Facebook Group named Clearbrooke Clearwater Neighborhood.

NEXT MEETING: Budget Workshop at Ameritech Potential Date of October 25 at 4 pm discussed; Robert to check and get back with the Board.

MEETING ADJOURNED: 750 PM Motion by Tony, Seconded by Michele