

# Georgetown East Association, Inc.

October 20th, 2020 Board of Directors Meeting

**Board Members via webinar:** Gerard Bribiescas, Tom Geracy, Sam Gray, Marilyn Mabe, Linda Marshall, Lois Miller, Jean-Paul Antona

**Ameri-Tech Community Management Present:** David Fedash, LCAM

Gerard Bribiescas called the Board Meeting to order at 6:30 pm: A full quorum established with JP, Sam, Linda, Lois, Gerard, David, Tom, Marilyn on the webinar. Proof of Notice was posted on October 18th on the message board in accordance with Florida statute.

Approval of Aug 2020 Meeting Minutes:

1. Gerard asked for page N of Total pages to be added to the minute headers.
2. Sam motioned to approve. Linda seconded. All approved

Treasurer's Report / Reserve Study / 2021 Budget - JP:

1. River Rock from Common Area Repairs and Maintenance
2. Gerard: For homeowners who are overdue 90 days or more, shall we send a letter? Two accounts are above 90 days. One has a recurring overdue balance, they pay every 4 months. They are paying a fee every time they are overdue. Once it gets to the attorney (if it does), then they have attorney fees to pay.
3. Gerard would like a hardcopy of the letter he can deliver to the homeowner and have a conversation with them. Would like the Board to direct Gerard to approach the homeowner in a friendly way. JP and Lois agree that would be an ideal way to possibly change behavior.
4. The Reserve Study from FPAT: they will provide reserve study and have options for \$150 revisions. Currently, the reserve study has misinformation in it that should be corrected. The Marshall Street wall info needs to be corrected, as well as photos that show personal property as common areas, among other things. We can do the edits now or in the new year with the new Board. JP supports a revision and doing it right away. Gerard asked Board members to review the reserve study and identify any additional corrections. It's not expected any changes will impact the 2021 budget.
5. During the budget process, Janice advised us to only place \$50k in reserves from "surplus" at the end of the year rather than \$100k. Leaving the "surplus" in the Operating account indefinitely because it gives us the most flexibility.
6. We talked about using \$20k for landscape beautification projects. We have people making a list of projects for that. Beautification proposals include plants along the pond and other common area changes.

7. The Fall Financial Letter is going out soon, which will include increasing the maintenance fee.

Report of Officers and Committees:

1. **Architectural Standards Committee - Sam:** detailed report was provided via email. A total of 8 projects since last meeting.
  - a. JP: rumor that that color palette is being revised. Color palette was revised in 2017. The current one will last about 5 years before a new one will be generated.
  - b. Gerard: some feedback that the current is limited.
2. **Communication Committee - JP:** We had a difficult experience sending emails with links. To send additional rich text emails with links, etc, Ameri-Tech provides Mail Chimp email campaign tool.
3. **Grounds Maintenance & Contracts - Linda:** no report.
4. **Social Committee - Lois:** Pre-holiday stroll on 15-Nov. We have a caterer who will be providing food. We have locations setup in front of Tom and Nancy, etc, with different hors d'oeuvres at each location. We will be asking people to wear masks for social-distancing near the tables. We will have name badges and a map so people know where the stations are. It will be a cocktail party. At each table you can get a name tag and a mask. We are not providing alcohol, BYOB.
  - a. Hopefully, it will be a beautiful evening. It will be getting dark about 5pm that night.
  - b. We have to pay our first down payment by Nov 4 for the total. Our budget did not allow for us to rent tables and chairs and set them on the streets.
  - c. Invitation has not reached everyone's mailbox yet.

President's Report - Gerard: The report was provided via email. Gerard's findings shall be addressed as we proceed through the meetings. He is proposing that his report be included with the Agenda as an attachment.

1. Sheila Goodwin and Gerard are meeting with an arborist next Tuesday Oct 27th at 8am. Anyone is welcome to join.
2. Meeting tomorrow at Roxbury pond at 10:30am to discuss erosion and dredging of waterways with FL Aquatic.

Property Manager's Report - David: The report was provided via email.

1. We have two accounts past due. We will send a letter by the end of the week.
2. We have another legal matter with a court date on Oct 28, then the attorney will give the Board a private update.
3. River Rock wall project was completed. Mu-Grow cleaned up all the old mulch. They dug done below the sidewalk level and then added the rock. It's going to help preserve the stucco walls and better drainage.
4. City Beautification grant - our Spring submission was not processed because Covid. The City is now reviewing our application. There is an opportunity for Georgetown to

receive a \$5k grant for fountain improvements and upgrades. They have been very generous in the past: paid for bulletin boards and landscaping at the entrances.

- a. Gerard discussed that some people don't think we need more fountain work.

There is some consideration to make one of the noisy fountains quieter.

5. Paving and seal coat - last November we re-paved. PLS recommended that we do seal coating within 12-18 months of the paving. It preserves and lengthens the life of the asphalt. They did lock in the price at \$12k if the Board decides to proceed.
6. Resident notices - David and Gerard walked through the entire community to identify areas where cleanup is needed to maintain the positive curb appeal of our neighborhood: roofs need to be cleaned, gutters need to be cleaned out, etc. We will call the notices "Friendly Reminders".
7. We don't just send out violations. The Board is looking to provide a Thank You notice to homeowners that make that extra effort to clean up and improve curb appeal.
  - a. General consensus from the Board members that the Thank You notice looks good.
8. Linda motioned to approve David's report. Lois seconded. All in favor.

## Follow-Up Business

Annual Member Meeting Prep: We want feedback from the Board if we should get a larger venue (for social distancing concerns). The Ameri-tech office is too small for proper social distancing.

1. Linda: pick the venue that has the most and easiest parking: Community Center. And they have WiFi available to the public there. Rigsby parking lot is very small.
2. The library is not available because they have limited hours now. They close at 6pm.
3. Everyone is in favor of a meeting at the Community Center for the January meetings. We will still Zoom the meeting too.

Community Walls & Fences: Gerard asked Sam if he can work on proposing some motions for new architectural standards for fences, walls, and gates facing a common area street; making Georgetown Beige as the official color for fences, walls, etc; eliminating the option of wood for replacing a fence. As we need to maintain as stucco on wood or stucco on cinder block or do we want to give walls between properties to a tan vinyl. Often for the longer walls, like 515 Georgetown Place, 501 Haverhill, etc - we want them to maintain the stucco on wood because they have a prominent community impact.

1. Gerard has met with many homeowners who live on Georgetown Place with a wall on Marshall street.

Roxbury Canal/Ditch: This is an opportunity for us to have a conversation and learn.

1. We have emails from a resident.
2. Letter was sent to homeowners with legal findings on the ditch. The ditch is the personal property of the individual homeowners on Roxbury. After the corner, the owners along

Westborough, own the land up to the water line. Not sure who owns the weir structure at the other corner.

3. It started as one resident talking to another resident about a potential sinkhole.
4. Several residents are allowing their pool drainage to drain to the ditch (their property), which does not help erosion issues.
5. The legal understanding is that the ditch is the property of the homeowners. The HOA has agreed to mow the lawn as regular maintenance, even though it is private property. We can only use association money for common areas and safety. We mow the ditch area same as we treat homeowners front-lawn, and in part for safety - to allow the water to flow.
6. City will ensure water flow during extreme weather events.
7. Linda, Sam, JP, and David agree with the above summary. David added that the cost to mow the ditch is a nominal part of the landscaping cost.
8. Linda: all the homeowners adjacent to the ditch received the letter last September 2019. Do we think we need to resend the letter?
9. Tom: we probably do need to resend the letter for the new homeowners and remind them. Roxbury residents are looking for follow-up and holding people accountable for causing erosion with drainage but also holding houses on the other side of the ditch accountable. Has that HOA been contacted? We need to follow-up with that neighborhood. It falls on the person who owns that property to maintain it so there aren't problems downstream or upstream. That area in the back is as important as the front of the house: so many things can go wrong back there. Is there a timeframe? If they have issues, can we dictate a timeframe? How are we going to hold people accountable, like we hold them accountable for their front yard.
10. Gerard: propose a Board member contact these homeowners and discuss these issues. When we do our walk-thru, we do it from the sidewalk, from public property. If we do the same from the ditch, we are doing it on private property.
11. David: the association has the right to identify erosion that is affecting the water flow which has downstream, which has common area impact. About 14 properties adjacent to the ditch are draining to the ditch.
12. Marilyn: Can we use a drone to look at the property?
13. Gerard: SwiftMud survey shows what the property should look like.
14. Linda: the same standard applies to the other homes across the canal. SwiftMud expertise has been very helpful in the past about what needs to be done to remediate the problem. We need an expert to come in and say this is what needs to be done to make the property to function as it should. Linda will look into this.
15. Gerard: propose Tom and Joe Mallozzi find homeowners who live adjacent to the ditch to develop a solution and bring it back to the Board.
16. Tom: Can we get David involved to help us with the neighboring homes and their HOA?
17. David: Maybe I can get the City to help out... The HOA may be Greensprings...
18. Linda: is it realistic... The City should be able to tell us if an HOA exists. It's a starting point.

Property Updates:

1. Three homes for sale. 514 Haverhill is moving out.
2. Gerard: who is responsible for informing a new homeowner about potential future expenses.
3. David: HOA will notify if any special assessment but for regular maintenance we don't make a general statement. The responsibility is with the realtor and the seller to make a disclosure. It would be extra not required for the HOA to include notification of possible future expenses for wall, etc.
4. Gerard: should we submit a letter to 514 Georgetown Place, informing the next homeowner.
5. JP: feel uneasy about inserting HOA into a real estate transaction: Buyer has obligation to do the research on public documents available on our web site (meeting minutes, etc) to determine possible future expenses.
6. Linda: it is the buyers responsibility to have knowledge about the community and possible future expenses. We don't have anything specific to tell a buyer other than they could be liable for a future expense.
7. David: we do get involved when there is a violation. As long as there is an open violation on a property, it will be included in the estoppel. At least half of the interior of the Marshall street wall, seen by the homeowners, clearly needs repair.

Compliance Appeals Committee: Members of the committee need to be impartial, not related to anyone on the Board.

1. Gerard motions to approve homeowners Cindy Huffer, Jane Rakestraw, and Debbie White to the compliance appeals committee. Linda seconded. All in favor: Sam , Lois, Linda, JP, Tom, Marilyn, and Gerard - unanimous.
2. Sam: alternate would be nice but is not required.
3. David: I will update the web site with the new committee.

Additional Signage:

1. x.

## New Business

Pavement Seal Coat: Parking Lot Services (PLS) gave us a bid for \$12,851. Any errors or inconsistencies from praving will be addressed. Two coats will be applied. Pavement will be restriped: two crosswalks and one stop.

1. Gerard proposes doing it in January which is 15 months after pavement. Spend the \$12,851 out of reserve fund.
2. Tom: What were the lessons learned from the paving in terms of logistics and staging.
3. David: we will have pre-construction meetings, define a timeline.
4. Sam: we want to plan it after the leaves are done falling.

5. Sam motions to spend \$12,851 for PLS to do the seal coating in Jan/Feb. Lois seconded. All in favor. Money will come from Reserves.

Board 2021 Recruitment: Sam, Gerard, JP, and Tom will return to the Board in 2021.

1. Two women want to join the Board: Alison Thompson. Sheila Goodwin.
2. Any recommendations for who else to join?
3. Gerard: I will do an email blurb requesting additional Board candidates.
4. David: the mail out for the annual will include candidate form.

## Questions and Comments From Residents

Residents joining via webinar: Janice Brown, Steve Jolliffe, Kevin McCann, Rosemary Wilkes, Karen Borteslek, Linda Hix, Roth Block, Alan Douglass

1. Janice Brown: when moved in she was told by the previous homeowner and real estate agent she would have to pay 50% of Marshall street wall. When did it change?
  - a. Gerard: The current Board is in favor of 50% shared cost. But we don't have anything to back that up. We have a volunteer who is researching past meeting minutes. Governing documents say very little about who is responsible. We have some homeowners questioning why we are paying for any backyard fences. The reality is that the governing documents say HOA assessments can ONLY be used for Common areas. The Marshal Street wall is NOT a Common area. What was re-ratified in 2019 is the governing documents; nothing else. That's what we have to go by.
2. Linda Hix: Curious about fences and 50/50 sharing as well as ditch. She always understood fences were 50/50 shared between homeowner and HOA.
3. Allison Thompson: Go Rays!
4. Joe Mallozi: This year a lot of improvements have been made to our community. I'm a little concerned... We have managed the budget so we have a surplus. Would hate to see maintenance fees go up because we try to do too many things at once. We need a guideline book that details consistently who owes what for a wall. Currently, it's all over the map.
5. Alan Douglass: Agrees with Joe Mallozi. In previous years, we have spent much much money in legal costs as an HOA. Who wins? Only the attorneys. Let's do our best to not pay the attorneys and try to keep these issues among us and help each other. Thank you - Gerard for coming out to see each and everyone of us, but you didn't take notes. The ditch - when I was president, it cost us \$80k to dredge it. We could annex it to the City or the Water Improvement Board, etc. The walls - there are severe legal implications for those who have purchased or sold property.
6. Roth Block: On the ditch, behind Roxbury and Westborough, we own all the way up to the fence of the neighbor on the other side. Please keep that in mind. He has a survey to share with the Board.

Motion to adjourn: 8:30 pm Lois motioned to adjourn. Seconded by Marilyn. All in favor.