

# Georgetown East Association, Inc.

January 11th, 2022 Meeting

**Board Members:** Jean-Paul Antona, Sheila Goodwin, and Sam Gray were present via webinar and Gerard Bribiescas was present at the Ameri-Tech office conference room. Alison Thompson was unable to attend.

**Ameri-Tech Community Management:** Robert Kelly, LCAM excused absence, attending annual meeting of another HOA.

Gerard Bribiescas called the Meeting to order at 6:30 pm: A quorum established with Sheila Goodwin and JP Antona, Sam Gray on the webinar and Gerard Bribiescas at the Ameri-Tech office conference room. Proof of Notice was posted on two neighborhood bulletin boards December 9th, 2022 in accordance with Association ByLaws.

Consent Agenda Approval: Sam motioned to approve the consent agenda. Sheila second. All in favor.

1. December 2021 Board of Director Meeting Minutes
2. Officer, Board & Committee Reports

## Manager's Report

1. Gerard: Specifically curious about 406 Georgetown
2. Bob: We are moving forward with that. First the 30-day notice. Then a pre-lien notice from the attorney before we can actually file the lien. I tend to make sure nobody goes past 90 days. They get the 30-day notice after 60-day delinquency.
3. Gerard: I noticed another property that has caught up with their back payments..
4. Gerard: The pond settlement on Dartmouth pond, Bob will follow-up with Chadd Bass from Lake Pros. That type of work doesn't need a permit. It's considered maintenance.
5. Gerard moved to approve the Manager's report. Sheila seconded. All in favor.

## Treasurer's Report

	2021 Budget	2021 YTD Budget	2021 YTD Actual	Difference	Notes
Income	\$192,600.00	\$192,600.00	\$193,320.00	\$720.00	
Administrative	\$24,482.00	\$24,482.00	\$21,845.84	\$2,636.16	
Insurance	\$5,800.00	\$5,800.00	\$6,450.00	-\$650.00	Insurance premium increase
Landscaping	\$79,600.00	\$79,600.00	\$92,916.58	-\$13,316.58	Landscaping increase
Irrigation	\$1,000.00	\$1,000.00	\$372.50	\$627.50	
Contracted Services	\$3,200.00	\$3,200.00	\$3,010.92	\$189.08	Lake maintenance
Repairs & Maintenance	\$15,000.00	\$15,000.00	\$7,289.17	\$7,710.83	
Utility	\$16,200.00	\$16,200.00	\$16,256.92	-\$56.92	
Reserves	\$47,318.00	\$47,318.00	\$47,319.12		
<b>TOTAL EXPENSE</b>	<b>\$192,600.00</b>	<b>\$192,600.00</b>	<b>\$195,461.05</b>	<b>-\$2,861.05</b>	Mostly unexpected insurance and landscape increases and delinquencies
<b>Notes</b>					
Operating Balance		\$135,756.61			
Reserve Balance		\$143,169.83			
Delinquencies		\$2,538.96	\$1,226	Over 90 days old	
			\$300	Over 30 days old	
			\$1,526	406 Georgetown	Last payment was Feb 2021

## FOLLOW-UP BUSINESS

### Sidewalk Grinding and Replacement Update:

1. Bob: I'm waiting for Sam Swinton. He has had this information for 6 weeks. He has done repairs previously. He said he will have quotes. We have two quotes for sidewalk services. I met both contractors on site to walk them through. Parking Lot Services estimate \$8393. JBolt construction estimated \$9,550. I am confident PLS will come down to \$8,000.
2. Gerard: We have the PLS estimate. We are familiar with them. Bob believes we can bring it down. We already approved \$8k in December. I recommend we go with PLS. All in agreement.

### Stormwater Repair (Between Ponds B & C):

1. Gerard: We decided to wait for the non-rainy season. We received bids once again. Seminole Septic added a plugs fee. Pipe Restoration increased their estimate to \$6120. Most likely we will have camera work. Seminole Septic is \$1800 per day; about \$450 per day cheaper than PRS.
2. Gerard: Seminole Septic quoted us for all ponds A, B, and C but we only need between B and C. We need a motion for \$15k for two days of camera work. Depends on how much water. The last one was \$7k but that pipe was longer.
3. Bob: Have you noticed a good flow?
4. Gerard: When it rains there is a good flow.
5. Bob: Talking to Chad, if we have good flow, it's probably going to be clean.
6. Gerard: I move that we accept the estimate from Seminole Septic and use funds up to \$15k as needed coming out of Reserve - Stormwater.
7. Sam: I second.

8. Sheila: When you talk to Seminole and the other vendors, you don't tell them that we have approved up to \$15k.
9. Bob: No, I do not divulge that info. Seminole is a good company. We will get a memory stick of the video to keep. I'd be shocked if the final cost is more \$5k.
10. Sam: With Kensington Pond we don't have the debris pile up that we see with Dartmouth.
11. All in Favor.

Non-compliance Letter and Fining Policy:

1. Gerard: I move to approve and implement the following Fining Policy in accordance with Florida Statute 720.305. STEP 1. The Board of Director(s)/Property Manager identifies the violation. STEP 2. The Property Manager completes a violation record. STEP 3. The Property Manager mails a FIRST notice of the violation to the lot owner via the United States Postal Service. This violation notice must contain the following: A. Description of the violation, B. Authority in the governing documents to cite the issue as a violation, C. An image or photo of the violation, D. A 30-day time frame to correct the violation or contact the property manager, E. Notification to lot owner of the possibility of implementing the fines. F. Notification to the lot owner that the Board of Directors may begin legal remedies. STEP 4. When there is no response to the first notice of the violation and after 30 days the Property Manager mails a SECOND notice to the lot owner via certified mail. The second violation notice must contain the following: A. Description of the violation, B. Authority in the governing documents to cite the issue as a violation, C. An image or photo of the violation, D. A 14-day time frame to contact the property manager and correct the violation, E. Notification to the lot owner of the implementation of the fines after a 14-day time frame. F. Fining: \$100 per day of violation up to \$1000. The Board of Directors may seek a lien against the lot after \$1000 in aggregate. G. Notification to the lot owner of their 14-day right to appear before the Compliance Appeals Committee. Include information about the Compliance Appeals Committee. H. Notification to the lot owner that the Board of Directors has sought legal remedies. Alert the Compliance Appeals Committee of violation sent and schedule a hearing. STEP 5. When there is no correction to the violation, the Property Manager mails a FINAL Notice to the lot owner via certified mail. The FINAL notice must contain the following: A. The previous contact dates, B. The violation, C. Notification that the fining has been implemented and a fine of \$100 per day has begun. D. Notification that the lot owner has a right to appear before the Compliance Appeals Committee. Include information about the Compliance Appeals Committee and how the homeowner may contact the committee chair. E. Notification to the lot owner that the Board of Directors has sought legal remedies. Alert the Compliance Appeals Committee that a final notice has been sent and fining has begun. STEP 6. Compliance Appeals Committee holds a hearing. A. Complete the violation record. B. Send notice of final decision to the owner and Board of Directors. C. If fine is approved, then include fine amount in the account ledger. D. Send non-payment of fine, collection notice to owner. E. If delinquent more than 90 days and more than \$1000, then suspend voting rights. F. For non-payment beyond 30 days, send a legal letter of non-payment followed by small claims lawsuit. The prevailing party is awarded attorney's fees. When a lot is being leased and the tenant is the cause of the violation. Violation letters may be sent to both the lot owner and tenant

2. Gerard: Florida statute calls it a fining/grievance committee. We chose to call it a Compliance Appeals Committee. The Board does the fining. The homeowner chooses to comply or not. The status allows us to fine \$100 per day up to \$1000. They can appeal to the Compliance Appeals Committee. This ensures that the community is kept to a standard that every resident consented to when purchasing into our HOA.
3. Sheila: It's long overdue and I'm happy it's finally happening.
4. Sam: It's a simple equitable process and it works.
5. Gerard: We have to send the policy to the homeowners before we implement it.
6. Yes votes - Sheila, Sam, JP and Gerard. All in Favor!

#### Safety Harbor Grant Dollar Match - Kensington Entrance (Irrigation and Ground Cover):

1. Gerard: I move that All Phaze Irrigation be used for the Kensington entrance irrigation project and that no more than \$5,000 from Account #5420 Trees/Landscape Improvements be allocated for this Beautification Matching Grant project.
2. Sam seconded.
3. Gerard: In reality we will only spend \$2500. We will pay the full amount, then the City will reimburse us for half, similar process to the grant we received for the Roxbury aerator/fountain. When we budgeted for this year, we placed \$2k for a special project. That was for the sod around the mail boxes but since we are getting matching dollars, Alison, Sheila and I decided to spend the money this way.
4. Sheila: It seems logical to take advantage of that grant. And it is one of the entrances. It is good place to spend money.
5. All in Favor.

## **NEW BUSINESS**

#### Dead Tree Removal:

1. Sheila: We had a surprise. The arborist for Safety Harbor advised us that we have dead trees that the City wants us to remove. We are being told to do it. We asked questions of the arborist about what if we delay. The Arborist said we would need to take limbs down. It's a huge pine tree that is dead - struck by lightning and then had a disease. Then there are some turkey oaks that are dead. If they fall or the branches fall, it will fall onto the sidewalk. Somebody could be hurt. We have a lot of pedestrian traffic on that sidewalk. We made a proposal to Danny's. The dead trees are \$5k. The Arborist suggested that we leave part of the pine for animal habitat. So Danny's doesn't need to cut to the ground. We have five Palatka Holly trees that are dead. \$750 per tree. We proposed a \$5316 amount to Danny's. Awaiting a response.
2. Sheila: We walked the property with Danny's arborist to talk about things we need to attend to in January/February and items we need to do eventually. Danny's Trees submitted two invoices. One for the three dying trees between Kensington Pond and Marshall Street (\$5,000) and the other combined dying trees and ongoing maintenance (\$11,100). Sheila will be talking to Rita (owner of Danny's Trees) to reconfigure the estimates. Separate dying trees and future projects from January/February annual maintenance.

3. Gerard: On the reserve budget there is the new category for Reserve - Grounds. We will utilize that money for any dead trees that have to be cut down and stump grinding. Sheila, Alison, and I are committed to working with future boards on the dying trees and common area beautification.
4. Gerard: I move that \$5,363 be used from 'Reserve – Grounds' to remove the three hazardous trees near Kensington Pond and the 5 dying Palatka Holly Trees in our common area medians.
5. Sheila: I second.
6. All in Favor.

#### Renewal of Contract with Clearwater Towing Services:

1. Gerard: There is a towing sign at the entrance to our property. We have purchased two new signs that are waiting to be hung. This goes in tandem with that. We have not renewed our contract with Clearwater Towing services. We need to renew if we want people to adhere to the signs. We need to place the signs so that fire trucks can turn into the entrances. The other parking matters according to the City: don't block fire hydrants and no parking in the cul-de-sac/ hammerheads. It's a hazard if trucks need to turn around there. Clearwater Towing will tag a car and give them 24 hours to move the car. Commercial vehicles will have 48 hours. We need to ask homeowners to park on the same side of the street so that fire trucks can pass through.
2. Sheila: Can we remind people to be aware of parking on the same side of the street.
3. Gerard: We can send out an email with those instructions with references to Covenants and Restrictions.
4. Sheila: It would be nice for people to realize that you are receiving texts about these issues.
5. Gerard: There is no fee from Clearwater Towing to the HOA.
6. Gerard: I move that we enter a contract with Clearwater Towing Services. Sam seconded the motion.
7. Bob: Towing always creates a lot of yelling and shouting. They will put bright stickers on the vehicles. The other option is to self-enforce and give Board member notices. After one or two cars are towed, word gets around quick.
8. Sheila: The best thing we can do is educate the community that this is going to happen.
9. Gerard: The towing sign has to be in a very specific place.
10. Sam: there will be less than 1/2 to 1% who will ignore the rules and regulations. Just have them towed. They will learn. It's like a big insurance policy. I think we should renew.
11. All in favor.

#### General Questions & Comments from Residents – 3 Minutes per Resident: Lynn Tucker, Lois Miller, Ann Marie Lorences, Roth Block, Cathy Berggren, Pete Welninski, Alan Douglas, Joe Mallozi, Mary Doyle

1. Lois Miller: I do have concerns about a new Board. What happens if nobody runs and there are not enough people to be on the Board.
  - a. Bob: worst case scenario we go into receivership and the state takes over the association. It's not likely as long as we have at least three homeowners to serve with one working with me as a president and primary contact.
  - b. Gerard: If we have no nominations before the annual meeting, we can take nominations from the floor. If we only get two people without a third then I will stay on as president and recommend receivership.
2. Lois: I have a neighbor who put a tarp on every inch of their roof. The fabric is nailed down.
  - a. Bob: Alan Douglas has some roof work down. There is a defect. And there is a possible lawsuit going on for correction.

- b. Gerard: Some board members have received a letter regarding the roof and pending lawsuit.
- 3. Lois: How many homes need to be between the same paint colors?
  - a. Sam: One and not across the street.
- 4. Roth: In the sandwalk project, is there any plan to pressure wash the sidewalks? There are spots on the sidewalk that need to be done.
  - a. Gerard: I talked to Gary from H2O this past weekend. Gary said we don't need the entire sidewalks but we could do some spots.
  - b. Roth: When it turns green and slippery, that's when we need to do it.
  - c. Gerard: There is money budgeted for the next Board to address.
- 5. Pete Welninski: Regarding landscaping negotiations there is a lot of wiggle room with those quotes. You can chip them down off an initial quote. Put out a number lower than you think. You'd be surprised what we can get them to agree to. Have we thought about dropping pink slips in the mailbox near a car that may be towed.
  - a. Gerard: Are you willing to volunteer to do that?
- 6. Alan Douglas: Understand that the tarp on the roof is an insurance issue. I don't have a lot of control in the issue but I hope to have it resolved soon. I appreciate what everyone on the board is doing. Unfortunately, the board has been diminished. People are leaving the Board and there is nothing left. It was the same concern when I was president. Having the state take over is a harsh thing to have done. Let's re-talk to our neighbors and try to get more people on the Board. A provider should not be specifically made in a motion. The fact that the air conditioning unit in my home was sent to the attorney. I provided details to the past Board showing the timeline of my activities and did everything perfectly. The Board at that time said they will table this. There was no vote. Per our documents, anything not decided after 30 days, was assumed approved. So the movement of my A/C unit was effectively approved. The president at the time expressed concerns and asked Roof to go to the City of SH for approval. I should not have to hear about that ever again. I paid to have that approved. Why should I have to hear about it six years later. I went the extra mile with the City of Safety Harbor. I'd like to have something in writing saying this was effectively approved because the Board did not come to a conclusion.
  - a. Gerard: We are not going to do that. Because you were on the Board at the time. You should have known what the governing document restrictions are. The people on the Board at that time should have said no because it was clearly stated in the Covenants and Restrictions. Also, you made some additional changes within the last year to add an additional condenser.
- 7. Ann Marie: Regarding oak trees in our community. (Difficult to understand)
  - a. Gerard: Difficult to hear your question. We can refer your questions directly to the arborist. I will call you later in the week to better understand your question.
- 8. Joe Mallozi: In the last meeting, you allowed comments before the vote. I think that is the way to do it in the future. We should allow the membership to say if they are favorable or not on each vote. Voting on everything and having comments at the end is not a substitute. The Georgetown beige on all the fences. I don't like the color that much. Only the Board members can appoint members to the architecture committee - so there is no opportunity to be a part of that. The Board has a lot of walls that they need to paint to come into compliance, like around the lake. The Board should do the walls they are responsible for.

Motion to Adjourn: 7:51 pm Sheila motioned to adjourn. Seconded by Gerard. All in favor.