

# Georgetown East HOA AGENDA - BOARD OF DIRECTOR MEETING September 13th, 2022

## Call to Order

Roth Block began the meeting at 6:34 pm. Roth Block, Victoria Romero Lara, Gerard Bribiescas and Property Manager Robert Kelly and Amber Massotto, assistant, were present at the Ameri-Tech office conference room. Dan Kistel phoned in. Alan Douglass was present via webinar. Jane Rakestraw was absent. Proof of Notice was posted on two neighborhood bulletin boards by Sunday, September 11th, 2022 in accordance with Association By-Laws.

## Approval of Consent Agenda

1. August 9th, 2022, Board of Director Meeting Minutes
2. Committee Reports – Architectural Standards
3. Manager’s Report

Gerard motioned to approve the Consent Agenda. Seconded by Roth. All in favor.

## Treasurer's Report

Treasurer Roth stated we are about \$16,000 over budget, but it will even its way out by year’s end because we utilize a straight-line budget. Currently we show \$142, 000 in Reserve Balance and approximately \$112,000 in our operating balance. Utilities is the only area appearing over budget. \$3300 in delinquencies. 4 owners are over 90 days.

Roth: Bob sent some dates to discuss the budget. Roth and Victoria will meet with Bob and Amber to discuss 2023 Budget preparation.

## Follow-Up Business

1. **Resident Comments on a specific Follow-Up Business item; 3 minutes per resident; sign-up before meeting begins**

Pete Welninski addressed the Board regarding rental regulations. Pete is a homeowner that does not live in the neighborhood but lives in Safety Harbor. Asking the Board for an opportunity to treat an “arms-length” treatment with family members who rent properties.

## Aging/Delinquency Report

Bob: (Reference: to Ameri-Tech/CINC Systems Homeowner Aging Report) The property on Westborough and the property on Georgetown Place are at the phase where the Board can move forward with filing a lien on these properties. We are past the pre-lien phase.

Dan: If we file the lien, are the attorney fees covered and there is no expense on the Association once the lien is secured?

Bob: Correct. The lien protects the Association. All the expenses for the pre-lien paperwork, the lien paperwork and fees the Association will pay up front and then it will be collected on the back end when the Lot owner pays.

Alan: Does the lien need to be renewed annually? And is there a cost to that each year?

Bob: The lien is good for a year. If it goes on for another year, the attorney will let us know that it is time to renew the lien and there will be fees accrued that will be charged to the owner. The other option is that the Board files a lien, the owners have 45 days to pay. The attorney will then ask the Board if they desire to file a foreclosure. You want the lien in place that way if the unit is sold or changes hands in some way the Association is protected.

Gerard: I move that the attorney place a lien on the properties at Georgetown Place and Westborough Lane that are delinquent. Roth seconded. All in favor.

Dan: Do the residents understand from the attorney that their time is up and that there could be a lien on their property.

Bob: The attorney sends a very detailed, specific letter with a complete break down of everything that is owed to the Association and attorney fees. Certified receipt.

Gerard: At this point those properties with a lien are in litigation so we are not allowed to discuss the properties with anyone outside of the Board.

Bob: Correct.

## **2. Non-Compliance Letters Update**

Bob: Kensington escalate to second level. Westborough (rental) escalate to second level. Haverhill escalate to second level.

Gerard: There should be two letters for the Westborough address. A letter for ferns which should now be escalated to third level. A second letter for all the fascia, gutters, repaint house escalated to a second level.

Dan: Regarding the Westborough rental. Is the leasing management company also receiving the letters as well as the homeowners?

Bob agreed to send letters to both the address on file of the homeowner and the leasing/management company.

## **3. Rental Amendments**

Gerard: Motioned to approve the seven Draft Final Proposed Amendments Regulating Rentals in the Georgetown East Association and have Ellen Hirsch de Haan with Wetherington Hamilton Attorneys at Law prepare a Proxy Ballot for a December 2022 vote by our Association membership. Seconded by Victoria. Dan, Roth, Victoria and Gerard approved. Alan abstained.

November 8<sup>th</sup> is our regular Board Meeting to approve our 2023 budget. We are adding an Informational Meeting on the rental regulation Amendments on Tuesday, November 15<sup>th</sup>. The vote by Proxy/Ballot for the Amendments on rental regulations will be at our regularly scheduled Board Meeting on the second Tuesday, December 13<sup>th</sup>, 2022.

Victoria: Clarified that we are placing these amendments before the community to vote. We may not agree on all of them, but believe the community has the right to determine which amendments to approve. It is not the Board's decision, but the community's decision.

#### **4. Towing Update**

Dan: I signed the towing agreement with the company we have done business in the past. The company states they want the Board to be the arbitrator to which car needs to be towed.

It was decided that Amber will send the Board the towing notice that Ameri-Tech has used in the past. Board members will work in tandem with our property manager to monitor towing and towing notifications on the car in violation. The towing company will be called if need be, to have the car removed.

Bob: Signs are posted permitting towing by Clearwater Towing Services.

#### **5. Water Bill & Sprinkler Repair Update**

Bob: We did have a sizeable leak about a month ago. Manager's Report contains a snippet of the water bill and meter. In December 81 units of water. January jumps up to 259 and remains high until the current repair. There is no active leak. I believe a lightning strike or longer watering times. City has smart meters and will be sending a report in the next couple of weeks as to when the water is being used.

We await the readings from the City. Gerard will pull the cords from the electric connection for the Rainbird at Marshall & Beacon Place Drive. Bob and Amber will set a time to meet with MuGrow to schedule a mutual inspection time.

#### **6. Architectural Standards New Driveway Policies**

Gerard: I move to approve Architectural Standards 2022-01, 2022-02 and 2022-03 regarding Driveways in Georgetown East Association. Victoria seconded. All in favor.

##### **Architectural Standard Policy 2022-01**

###### **Driveways-Concrete**

A permit from the City of Safety Harbor is required. When the City of Safety Harbor requires a portion of the sidewalk to be removed and repoured for Americans with Disabilities Act (ADA) compliance, the homeowner is responsible for 100% cost of the sidewalk removal and repour. New driveways must meet the City of Safety Harbor current code(s). The repoured sidewalk must meet a minimum of 3000 psi concrete.

Use of a minimum of 4000 psi concrete is required for a new driveway and must be written in the contract. Use of rebar or wire mesh is required for a new driveway and must be written in the contract.

Use of fiber mesh is not allowed.

##### **Architectural Standard**

##### **Policy 2022-02**

###### **Driveways-Stamped Concrete**

A permit from the City of Safety Harbor is required. When the City of Safety Harbor requires a portion of the sidewalk to be removed and repoured for Americans with Disabilities Act (ADA) compliance, the homeowner

is responsible for 100% cost of the sidewalk removal and repour. New driveways must meet the City of Safety Harbor current code(s). The repoured sidewalk must meet a minimum of 3000 psi concrete.

Use of a minimum of 4000 psi concrete is required for a new driveway and must be written in the contract. Use of rebar or wire mesh required for a new driveway and must be written in the contract.

Use of fiber mesh is not allowed.

Homeowners are highly encouraged to select a driveway color and pattern choice currently used within the Georgetown East community.

Homeowners are reminded of our HOA Declarations of Restrictions, Section 11 - Architectural Controls. A "Request for Architectural Change" form must be submitted showing the nature, kind, shape, heights, materials, colors and location and be in the same harmony of external design and location in relation to surrounding structures and topography.

Homeowner MUST SUBMIT a colored image of stamped concrete color choice.

Homeowner MUST SUBMIT an image of the stamped concrete pattern choice.

## **Architectural Standard Policy 2022-03**

### **Driveways-Pavers**

A permit from the City of Safety Harbor is required. When the City of Safety Harbor requires a portion of the sidewalk to be removed and repoured for Americans with Disabilities Act (ADA) compliance, the homeowner is responsible for 100% cost of the sidewalk removal and repour. New driveways must meet the City of Safety Harbor current code(s). The repoured sidewalk must meet a minimum of 3000 psi concrete.

Homeowners are highly encouraged to select a driveway color and pattern choice currently used within the Georgetown East community.

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Homeowner MUST SUBMIT a colored image of paver color choice.

Homeowner MUST SUBMIT an image of the paver pattern choice.

## **7. Roxbury Pond Inlet Repair**

.Gerard: Move to utilize \$5000 from Reserves Account 20-2010 Stormwater Repair to repair the northeast inlet (storm wall head) on Roxbury pond. Victoria seconded. All in favor.

Dan: Do we have enough money in the Reserve account?

Bob: As of today you have \$7270.00 in your Stormwater/Drainage account.

Victoria: Shouldn't we wait until the rainy season ends.

Bob: Wait for the rainy season to end. I recommend approving it and waiting until rainy season is completed (November/December).

## **New Business**

### **1. Resident Comments on a specific New Business item; 3 minutes per resident; sign-up before meeting begins**

Roy Tyrell addressed the Board regarding the Walls/Fence Task Force. All walls and fences should be common elements. The walls and fences between properties can be shared by 3 to 5 homeowners. Avoid arguments between homeowners if they were common property. Then the Board would assume responsibility.

Gerard: Interior (backyard) walls are on personal property.

Roth: In the past when neighbors were unable to come to a consensus. The Board had the project completed. The one neighbor paid their portion and a lien was placed on the other homeowner. My recommendation is to put your request into the HOA if they are not responsive.

Gerard: If you choose to move forward make certain you have documentation with dates. You need correspondence to the homeowner to help expedite the matter.

Dan: You also need a survey.

### **2. Occupancy Information Form**

Gerard informed the Board that he reformatted the attorney's Occupancy Information Form and welcomes feedback by phone, text or email.

### **3. Walls and Fences Task Force**

Gerard: Moved to form a Walls and Fences Task Force with Victoria Romero Lara and Roth Block as co-chairs. Victoria seconded. All in favor.

Dan: Joan Walko has agreed to serve on the Task Force. Dan asked that the Task Force present their purpose in 30 Days.

Victoria: The first objective is to compile all the policies regarding walls and fences into a document with a table of contents. Other efforts will be addressed later.

### **4. Board Vacancies**

Dan: Received an email from Pamela Bell that she was interested in filling the vacancy. No Intent to Serve form has been received.

There are no other people showing interest at this time. Victoria will reach out to Pamela and secure the Intent to Serve form.

## **General Questions & Comments from Residents - 3 minutes per resident**

Pete Welninski asked about voting specifics for the rental amendments. He also asked if others outside the Board will serve on the Task Force. Ann Marie Lorences also participated via webinar. Roy and Kay Tyrell were present at Ameri-Tech.

## **Adjournment**

Motioned to adjourn by Roth. Seconded by Victoria. All in favor. The meeting was adjourned at 8:19pm.