

**Georgetown East HOA**  
**MEETING TO TABULATE VOTES FOR**  
**AMENDMENTS TO THE DECLARATION,**  
**& BOARD OF DIRECTORS MEETING**  
**January 10<sup>th</sup>, 2023 – 6:30 PM**  
**Meeting Minutes**

**MEETING TO TABULATE VOTES FOR AMENDMENTS TO THE DECLARATION**

**1. Call To Order Of Meeting Recessed On December 13<sup>th</sup>, 2022**

Meeting called to order by Dan Kistel at 6:37 pm. Meeting was held at Ameri-Tech Community Management at 24701 US Highway 19 North, Suite 102 in Clearwater, FL, and via Zoom. Present were board members Dan Kistel, Jane Rakestraw, Roth Block, Victoria Romero Lara, Pamela Bell, and Alan Douglass, and property manager Amber Massotto from Ameri-Tech. Homeowner Janice Brown was present in person, and Gerard Bribiescas was present via Zoom.

**2. Certify Proof Of Notice**

Notice was posted on property by Roth Block.

**3. Certify Proxy / Ballots & Establish A Quorum Of The Membership**

Quorum of membership met, with 72 proxies / ballots.

**4. Appointment of Person(s) To Assist In Counting Votes**

Amber Massotto with Ameri-Tech.

**5. Tabulation Of Proxy / Ballots**

81 “Yes” votes are needed to pass any one amendment. There are currently 90 total proxies / ballots received. Amber stated 89 total during the meeting, however stands corrected as there were 90 total. Amendment #1 / a has 83 yes votes and 7 no votes, so has passed. Amendment #2 / b has 82 yes votes and 8 no votes, so has passed. Amendment #3 / c has 78 yes votes and 12 no votes. Amendment #4 / d has 81 yes votes and 9 no votes, so has passed. Amendment #5 / e has 80 yes votes and 10 no votes. Amendment #6 / f has 86 yes votes and 4 no votes, so has passed.

**6. Announcement Of Vote By Proxy / Ballot**

Amendment #1 – Passed; Amendment #2 – Passed; Amendment #3 – Recessed / Not Passed;

Amendment #4 – Passed; Amendment #5 – Recessed / Not Passed; Amendment #6 – Passed. Discussion on whether to recess or adjourn meeting. Victoria suggested that it is important to try to pass the remaining proposed amendments, as without #5 it would be hard to monitor lease restrictions. Others agreed. Motion to recess meeting to February 7<sup>th</sup>, 2023 at 6:15 pm in an attempt to pass #3 and #5 by Victoria, second by Pam. All in favor.

## **~~7.~~ Adjournment**

Not adjourned. Meeting was recessed at 6:47 pm, to February 7<sup>th</sup>, 2023 at 6:15 pm.

## **BOARD OF DIRECTORS MEETING**

### **1. Call To Order**

Meeting called to order by Dan Kistel at 6:48 pm. Meeting was held at Ameri-Tech Community Management at 24701 US Highway 19 North, Suite 102 in Clearwater, FL, and via Zoom. Present were board members Dan Kistel, Jane Rakestraw, Roth Block, Victoria Romero Lara, Pamela Bell, and Alan Douglass, and property manager Amber Massotto from Ameri-Tech. Homeowner Janice Brown was present in person, and Gerard Bribiescas was present via Zoom.

### **2. Certify Quorum Of The Board**

There is a quorum of the Board, with 6 of 6 directors present.

### **3. Certify Proof Of Notice**

Notice was posted on property by Roth Block.

### **4. Approval Of Consent Agenda**

- a. Minutes for 12/13 meetings approved.
- b. Committee Reports – Architectural Standards – No report per Gerard, as there is no current activity.
- c. Manager’s Report Approved – See Following Notes On Manager’s Report –

Motion to approve consent agenda by Jane, second by Roth, all in favor.

Manager’s Report –

#### **Meetings:**

Membership meeting to tally the ballots for the proposed document changes to take place directly after the December BOD meeting. January meeting date TBD.

#### **Mailing:**

The next mailing, which is the first notice for the Annual BOD meeting in February, will go out this week.

#### **Water Usage / Sprinkler Timers / Electrical:**

There is just one more rain sensor repair that MuGrow needs to address. Once this is completed MuGrow will do a thorough inspection to ensure that all sensors are working properly and all timers are set to the days and times they should be. Once this is all completed, we hope to see a decrease in the water usage and consequently the cost of the bill.

#### **Outstanding compliance issues:**

- 1102 Kensington Ct.: **Per homeowner wall was completed on 12/13. This violation to be closed out upon satisfactory inspection.**
- 504 Westborough Ln.: **Clean roof, repair fascia & gutters, repaint house. Escalated to third level. I requested an update with a plan and dates for completion of all items from the property management company.**
- 503 Haverhill Ln.: **Homeowner cleaned most of the ferns from the roof, however there was 1 small one remaining. Sent a new 1<sup>st</sup> notice. Not completed. Left homeowner a voicemail asking them to please remove the remaining ferns, and they have removed the majority of them already.**
- Walls & Fences: We have compiled a list of all walls and fences on property that should be addressed. Roth, Victoria, Dan, and Amber have inspected all violations. Letters to go out soon.
- Roof Maintenance: List of roof maintenance items to be updated and next steps to be determined.

**Erosion Repairs:** J Bolt to complete both the Roxbury Pond and Marshall St Pond repairs any day now. Board directed to get new bids if we can't get a firm date for completion from J Bolt.

**Collections:** Delinquent accounts that are at attorney's office for collections were discussed. Liens to be filed and collections pursued until all balances are paid in full.

## **5. Treasurer's Report**

2022 ended with financials still showing an overage, however the overage has decreased in recent months. Roth presented his breakdown and analysis of the month of December and year end expenses.

## **6. Follow-Up Business**

- a. Resident Comments On A Specific Item – 3 Minutes Per Resident - No comments.
- b. Update On Non-Compliance Issues – Covered in manager's report. 504 Westborough to go to the collection attorney immediately for ongoing non-compliance issues.
- c. Sprinkler / Electrical repair Update – Discussed in manager's report.
- d. Walls and Fences Task Force Update – The task force is finished finalizing a great reference document for homeowners on walls and fences with regard to the governing documents and rules of the community. Violation letters and reference document to go out to homeowners by the end of January. Reference document also to be posted on the website and go out in an email blast. Task force to be pro-active and collect surveys from lot owners that may have walls / fences with shared ownership, and / or with some association responsibility. Bids to be collected for 2024 budgeting purposes, so that the association can forecast and ensure it is budgeting appropriately to fully fund for anticipated future repair costs.
- e. Trim & Fascia Architectural Standard – Motion to approve attached trim & fascia architectural standard by Roth, 2<sup>nd</sup> by Pam. All in favor. Standard passes unanimously.

## **7. New Business**

- a. Resident Comments On A Specific Item – 3 Minutes Per Resident – No comments.

## **8. General Questions & Comments From Residents – 3 Minutes Per Resident**

Alan Douglass stated that he opposes to vinyl fences being an approved architectural standard, at least in phase 3. Dan stated that this is a non issue since it has been an approved architectural standard since 2021.

## **9. Meeting Adjourned**

Motion to adjourn meeting by Alan, second by Pam. All in favor. Meeting adjourned at 7:37 pm.

**Georgetown East Association, Inc.**  
**FINAL DRAFT Architectural Standards Exterior Trim and Fascia Policy**

**Architectural Standard**

**Policy 2023-01**

**Exterior Trim and Fascia**

Cedar was originally utilized for the trim and fascia of the homes in Georgetown East. Hardie board is now recommended given the climate and conditions of Florida. Once cured the trim and/or fascia product used must be painted an approved trim color from our Board approved "Paint Book".

**Trim Enhancements**

Molding may be affixed to cedar or hardie board trims and fascia. Architectural Standards Committee approval of style and type must be received by submitting a "Request for Architectural Change". Once affixed the molding must be painted an approved trim color from our Board approved "Paint Book". A "Request for Residence Color Change" must be submitted for approval.

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 sample of the molding pattern choice.



