

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.
5255 CYPRESS COURT
ORLANDO, FLORIDA 32811
BOARD OF DIRECTORS' MEETING MINUTES

August 18, 2020

The meeting was called to order at 7:00 PM.

Directors present were Ruby Bussinger, Wui Goh, Mary Hawks, Britta Jarvis, Marlene Ward, and Joyce Steinhardt. Mr. Alivento contacted Mr. Kiebzak to say that he will not be attending the meeting. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Gloria Grehl was present at the start of the meeting.

Mr. Kiebzak stated that Items D., E., F., and I. have been corrected by the owners, so there is no action for the Board to take on those matters.

Items A., B., C., G., and H. - A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners to correct the deed restriction violations within a two week time frame or a time frame at the discretion of the Manager or the Board President, otherwise their cases will be sent to the Association's attorney to initiate legal action to compel their compliance. The motion was unanimously approved.

PRESIDENT'S REMARKS – Mrs. Bussinger said that she made contact with the liaison from the Orlando Police Department, who is assigned to Commissioner Burn, and was able to arrange for the Association to receive the weekly crimes statistics report.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mrs. Hawks to accept the minutes of the July 21, 2020, Board of Directors' meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the July, 2020, financial statement and the Financial Report dated August 18, 2020.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated August 18, 2020.

Unit 356/5382 Elm Court/AC Conduit/Request a Variance – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to require that the owner run the electrical service in order to be in compliance with the cable guideline. The motion was unanimously approved.

Unit 413/ 5351 Bamboo Court/ Remove Palm Tree Stump on Patio/ Pay Legal Fees and Costs, Cable – Mrs. Bussinger stated that if she cannot obtain a commitment from the owner by August 20, 2020, then she will tell Mr. Kiebzak to instruct the Association's attorney to take action to compel the owner to correct the violation, and to pay the legal fees and costs associated with this action and the action related to removing the cable.

Landscape Replacement/Coral Court – A motion was made by Mr. Bussinger and seconded by Mrs. Jarvis not to approve the estimate 4196 that was prepared by RLC Landscaping for work to be done on Coral Court, and to suspend the landscape enhancement program until Spring 2021. The motion was unanimously approved.

Orlando Utilities Commission (OUC) - Brad Jewell, who is the Water Production Manager, said that he is available to assist the Association with help on routine and non-routine matters relating to services that are provided by OUC.

Termite Bonds – A motion was made by Mrs. Ward and seconded by Mrs. Bussinger not to renew the remaining contracts on their annual anniversary dates. The motion was unanimously approved.

Umbrella Guidelines – A motion was made by Mrs. Jarvis and seconded by Mrs. Hawks to approve the second revision to Rule 7 (F) 1 which was first amended by the Board of Directors at their September 20, 2005, meeting. The motion was unanimously approved.

City of Orlando Recycling – Mrs. Bussinger and Mrs. Hawks agreed to work together to develop a recycling plan for the Association.

OLD BUSINESS

- A. Concrete Repair/Roadway – This topic was discussed during the session of the Manager's Report.
- B. Landscape Replacement/Coral Court – This topic was discussed during the session of the Manager's Report.
- C. Termite Bonds – This topic was discussed during the session of the Manager's Report.
- D. Umbrella Rule – This topic was discussed during the session of the Manager's Report.

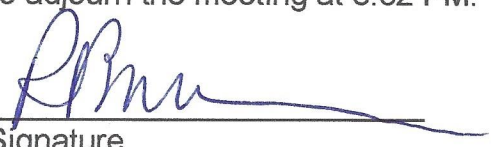
NEW BUSINESS

- A. OUC/Recycling – This topic was discussed during the session of the Manager's Report.
- B. Parking Unit 422/Swap Reserved Space with Guest Space – A motion was made by Mr. Goh and seconded by Mrs. Jarvis to approve the request from the owner of unit 422. The motion was unanimously approved.
- C. Exterior Wiring Rule – This topic was discussed during the session of the Manager's Report.

A motion was made by Mrs. Ward and seconded by Mr. Goh to adjourn the meeting at 8:52 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,


Keith R. Klebzek, CAM
KL Management Group, Inc


Signature

Ruby Bussinger, President
Print Name and Title

Date: September 15, 2020