

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.  
5255 CYPRESS COURT  
ORLANDO, FLORIDA 32811

BOARD OF DIRECTORS MEETING MINUTES

December 15, 2015

The meeting was called to order at 7:04 PM.

Directors present were Tony Alivento, Ruby Bussinger, Larry Palmisciano, Joyce Steinhardt and Marlene Ward. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – There were no members present for this meeting.

PRESIDENT'S REMARKS – Mrs. Bussinger said that she and Mr. Alivento had discussed how a meeting should be conducted, so that the agenda is managed more efficiently. This approach will ensure that every director will be able to voice their opinion about a topic and limit the amount of time discussing the topic at hand. A director must make a motion to take action on an agenda item and it has to be seconded by another director in order for the topic to be opened for discussion. There will be a maximum of five minutes of discussion before the motion is called for a vote. The President has the discretion to extend the amount of time allowed for discussion on the topic at hand.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mr. Palmisciano to accept the minutes of the November 17, 2015, Board of Directors meetings. The motion was unanimously approved.

Director Fernando Macedo joined the meeting.

FINANCIAL REPORT - Mr. Kiebzak reviewed the November financial statement and a separate report that projected an operating surplus as of November 30, 2015.

A. Unit 332/Contingency Agreement – The Association was notified by the Clerk of the Court that there was a surplus of funds which remained from a tax deed sale on this unit in 2014, and that the Association could make a claim to take ownership of these funds. A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to approve a contingency agreement with the Association's attorney Brian Kracht who will receive 23.3% of the funds awarded to the Association pursuant to its claim on the surplus. Mr. Alivento, Mrs. Bussinger, Mr. Palmisciano, and Mrs. Steinhardt voted yea, and Mr. Macedo voted nae. The motion carried.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated December 15, 2015.

Wheel Stops – A motion was made by Mr. Palmisciano and seconded by Mr. Alivento to paint the entire surface of all new wheel stops and to use white paint to stencil the letters and numbers. Mr. Macedo and Mr. Palmisciano voted yae, and Mr. Alivento, Mrs. Bussinger, Mrs. Steinhardt and Mrs. Ward voted nae. The motion failed to carry.

MANAGER'S REPORT, continued

Work Orders – A motion was made by Mr. Palmisciano and seconded by Mrs. Ward to define a style of the sign that will be used to identify a house number and obtain the cost of this type of sign, so that funds can be budgeted to replace all the house numbers property wide in order to achieve uniformity of appearance. Mr. Palmisciano voted yae, and Mr. Alivento, Mrs. Bussinger, Mr. Macedo, Mrs. Steinhardt and Mrs. Ward voted nae. The motion failed to carry.

OLD BUSINESS

A. Architectural Guidelines/Security Signs – A motion was made by Mr. Palmisciano and seconded by Mrs. Ward to approve the first draft of these guidelines which are dated November 17, 2015. Mrs. Ward voted yae and Mr. Alivento, Mrs. Bussinger, Mr. Macedo, Mr. Palmisciano and Mrs. Steinhardt voted nae. The motion failed to carry.

B. Irrigation System – A motion was made by Mr. Palmisciano and seconded by Mr. Alivento to continue to irrigate the property using the water that is supplied by the Orlando Utilities Commission (OUC). Mr. Alivento, Mrs. Bussinger, Mr. Palmisciano, Mrs. Steinhardt and Mrs. Ward voted yae and Mr. Macedo voted nae. The motion carried.

A motion was made by Mr. Alivento and seconded by Mr. Macedo to connect the irrigation system to the pump station in order to test the operational status of this connection. The motion was unanimously approved.

A motion was made by Mr. Macedo and seconded by Mrs. Bussinger to contact the Association's attorney to research if the Association has legal standing to compel OUC to retroactively give the Association a credit back to 2009 for the difference between the old billing rate and the new billing rate which has been revised to account for the correct amount of acreage that is being supplied with potable water for the irrigation system. The motion was unanimously approved.

Director Macedo excused himself from the meeting, so that he could attend a conference call in regard to some personal business.

C. Light Fixtures-Buildings – A motion was made by Mr. Palmisciano and seconded by Mrs. Bussinger to continue to light the community with 70 watt high pressure sodium fixtures until a future light source has been identified and fully tested. Mr. Palmisciano voted yae, and Mr. Alivento, Mrs. Bussinger, Mrs. Steinhardt and Mrs. Ward voted nae. The motion failed to carry.

NEW BUSINESS

A. Parking Decal – A motion was made by Mr. Palmisciano and seconded by Mr. Alivento that the Association continue to enforce the parking policy without the use of decals or hang tags. The motion was unanimously approved.

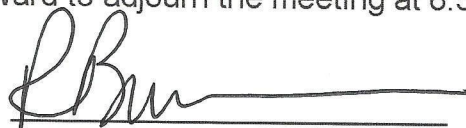
NEW BUSINESS, continued

B. Tennis Courts – A motion was made by Mr. Palmisciano and seconded by Mr. Alivento to approve the contract with AAA Court Construction & Resurfacing, Inc. to resurface the tennis courts at a cost of \$7,100.00. The motion was unanimously approved.

A motion was made by Mr. Alivento and seconded by Mrs. Ward to adjourn the meeting at 8:59 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,

  
Keith R. Kiebzak, CAM  
KL Management Group, Inc

  
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Signature

Ruby Bussinger / President  
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Print Name and Title

Date: 1/19/16  
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