

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

BOARD OF DIRECTORS' MEETING MINUTES

May 18, 2021

The meeting was called to order at 7:07 PM.

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

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

I. Unit 416 – The owner of this unit was present to commit to the Board that she will correct all the violations. Mr. Kiebzak said that the property manager made contact with him with the same commitment. The Board took no action on this item.

A motion was made by Mrs. Bussinger and seconded by Mr. Alivento to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 423, 427, 520, 521, 523, 529, 530, 629, and 633 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 case will be sent to the Association's attorney to initiate legal action to compel their compliance. The motion was unanimously approved.

PRESIDENT'S REMARKS – There were no comments from Mrs. Bussinger.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mr. Alivento to accept the minutes of the April 20, 2021, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the April, 2021, financial statement and the Financial Report dated May 18, 2021. Mr. Kiebzak provided an update on the delinquent accounts.

A motion was made by Mr. Alivento and seconded by Mrs. Jarvis to approve a payment plan for Unit 124 that will reduce the arrearage of \$262.00 because the owner will pay \$100.00 installments for the months of May and June with the balance of \$62.00 due in July. During the interim the owner will not be charged a late charge on the outstanding balance provided that the currently accruing monthly assessment is paid on time. The motion was unanimously approved.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated May 18, 2021.

Concrete Repair Roadway/Bamboo Court – Mr. Kiebzak said the repair work on Bamboo Court, Coral Court, and Cypress Court is scheduled to start on May 26th or May 27th.

Sidewalk Repair – A motion was made by Mrs. Bussinger and seconded by Mr. Alivento to approve the estimate from Florida Sealcoating LLC dated April 14, 2021, for the amount of \$13,113.00. The motion was unanimously approved.

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MANAGER'S REPORT

AT&T Repairs – Mr. Kiebzak said that he received an engineering plan that shows a diagram of the layout for the underground service lines that he will discuss next Tuesday with the Burial Manager during a telephone conference call.

Director Wui Goh joined the meeting.

Parking Stall/Striping – A motion was made by Mrs. Jarvis and seconded by Mrs. Steinhardt to accept the proposal from Florida Sealcoating LLC dated April 14, 2021, at a cost of \$2,405.00. The motion was unanimously approved.

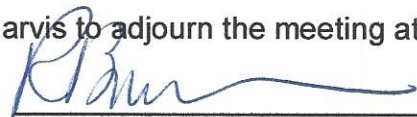
OLD BUSINESS

- A. Balcony Restoration Project – This topic was discussed during the session of the Manager's Report.
- B. Concrete Repair/Roadway – Coral, Cypress, Willow, Courts - This topic was discussed during the session of the Manager's Report.
- C. Concrete Repair Roadway/Bamboo Court - This topic was discussed during the session of the Manager's Report.
- D. Fence Replacement buildings 1 thru 13 - This topic was discussed during the session of the Manager's Report.
- E. OUC/Recycling – This topic was discussed during the session of the Manager's Report.
- F. Proposed Operating Budget 2021/2022 - The unanimous consensus of the Board was to start the fence replacement program in fiscal year 2023-24 and to cycle through the property in four years. The concrete repair work on Middle Court will be pushed back one year. These schedules will be reevaluated next year.
- G. Parking Stalls/Striping – This topic was discussed during the session of the Manager's Report.
- H. Sidewalk Repair/South Side - This topic was discussed during the session of the Manager's Report.

NEW BUSINESS – No discussion ensued.

A motion was made by Mr. Alivento and seconded by Mrs. Jarvis to adjourn the meeting at 9:00 PM. The motion was unanimously approved.
Respectfully submitted for the Secretary,


Keith R. Kiebzak, CAM
KL Management Group, Inc.



Signature
Ruby Bussinger, President

Print Name and Title

Date: June 15, 2021