

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

November 15, 2022

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:00 PM.

Directors present were Ruby Bussinger, Wui Goh, Britta Jarvis, Mary Hawks, Andrew Robinson, and Joyce Steinhart. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Tom Del La Cruz and Ariadne Luchini were present at the start of the meeting.

Unit 129/5273 Middle Court and Unit 442/5321 Bamboo Court – Mrs. Luchini was present to learn what she needs to do to correct the violations. She was provided with an explanation about how to prune the plants. This matter will be resolved.

Unit 214/5300 Brook Court/Architectural Approvals – Mr. Del la Cruz was present to obtain approval for the installation of lights outside the fence perimeter of his patio. A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to allow the owner to install outdoor lighting with the following conditions:

1. The owner may purchase two: LED Outdoor Spotlight Flag Light 120V 10W Spotlights from Yard Flagpole House Tree Plug in Weatherproof Christmas Landscape Lighting (10W, warm white).
2. The two fixtures must be installed on the fence in accordance with the diagram that was included with the paperwork that was present to the Board.
3. Range of light: approximately 120 degrees
4. Beam of light to project downward and outward to hit wheel stop, approximately 10 ft.
5. Beam will not impact sight lines of vehicular traffic.
6. The fixtures are adjustable to accommodate items 4. and 5.
7. All the electrical cords which are to be rated for outdoor use will be located on the interior side of the fence so that they are not visible from the exterior side of the fence.
8. The owner is responsible for the maintenance, repair, and replacement of the light fixtures to include their removal in the event of Association sponsored maintenance work on the fence, or any other portion of the common or limited common elements.

The motion was unanimously approved.

Unit 113 /5274 Middle Court – A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to approve a twelve-month payment plan to pay off the past due balance on the owner's account. The owner will be required to pay the currently accruing monthly assessment by the 11th day of each month to avoid a late charge. The monthly installment of \$91.95 towards the arrearage is due by the 25th day of each month. Failure to pay the monthly assessment and the installment payment so that they are received by the 25th of each month will be a default of the agreement, and the account will go directly to the attorney who will demand payment in full. The motion was unanimously approved.

Unit 117/5286 Middle Court – Mr. Kiebzak said that the property manager has informed him that the cable is being removed because it is not being used for internet service. This matter will be resolved.

INTRODUCTION OF VISITORS

Unit 445/5301 Bamboo Court – The owner corrected the violation.

A motion was made by Mrs. Hawks and seconded by Mrs. Bussinger to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 114, 129, 135, 318, 407, 408, 442 and 447 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. No further action will be taken to enforce the violations on Unit 123 until the lien foreclosure action has been concluded. The motion was unanimously approved.

PRESIDENT'S REMARKS – Everyone agreed to a suggestion from Mrs. Bussinger to change the meeting date next month to December 13th.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mr. Robinson to accept the minutes of the October 18, 2022, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the October, 2022, financial statement. Mr. Kiebzak provided an update on the delinquent accounts.

MANAGER'S REPORT (Any enumeration of items below matches the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated November 15, 2022.

Balcony Condition Assessment and Concrete Restoration – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to approve the additional expenditure of engineering fees not to exceed \$39,000.00 through the completion of this project. The motion was unanimously approved.

OLD BUSINESS

- A. Balcony Railing/Paint Buildings – This topic was discussed during the session of the Manager's Report.
- B. Clubhouse/Pool Locking System – This topic was discussed during the session of the Manager's Report.
- C. Concrete Balcony Restoration Project – This topic was discussed during the session of the Manager's Report.
- D. Pool Fence Replacement – This topic was discussed during the session of the Manager's Report.

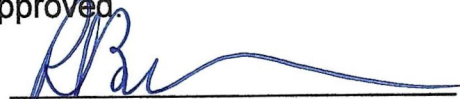
NEW BUSINESS – No discussion ensued.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to adjourn the meeting at 8:35 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: December 13, 2022