

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

BOARD OF DIRECTORS' MEETING MINUTES

March 21, 2017

The meeting was called to order at 7:05 PM.

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

INTRODUCTION OF VISITORS – There were no visitors at the start of this meeting.

- A. Unit 129/Deed Restriction Enforcement – A motion was made by Mr. Palmisciano and seconded by Mrs. Ward to send a letter to the owner with instructions to evict his tenants because one of them was parking a commercial vehicle on the property. Mr. Alivento moved to amend the motion to require that the owner send the tenants a Seven Day Notice of Non-Compliance to cure the violation. The amended motion was seconded by Mrs. Ward, and was unanimously approved.
- B. Unit 425/Deed Restriction Violation – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to instruct the Association's attorney to send a demand letter to the owner to remove the basketball hoop that is being kept on the patio. The motion was unanimously approved.
- C. Unit 453/Architectural Review/Storage Cover – A motion was made by Mr. Alivento and seconded by Mr. Torres to ask the owner if she would accept the Association's offer to paint the metal drip edge the color of brown which is one of the specifications that is included in the recently approved architectural guideline for storage covers. The existing cover will be grandfathered because it existed prior to the current architectural guideline, but will have to be replaced in accordance with the new guideline when it reaches a state of disrepair. The motion was unanimously approved.
- D. Unit 517/Architectural Review/Storage Cover – A motion was made by Mr. Palmisciano and seconded by Mrs. Bussinger to grandfather the existing cover because it existed prior to the current architectural guideline, but will have to be replaced in accordance with the new guideline when it reaches a state of disrepair. The motion was unanimously approved.
- E. Unit 630/Architectural Review/Storage Cover – A motion was made by Mr. Palmisciano and seconded by Mr. Torres to grandfather the existing cover because it existed prior to the current architectural guideline, but will have to be replaced in accordance with the new guideline when it reaches a state of disrepair. The motion was unanimously approved.
- F. Unit 633/ Architectural Review/Storage Cover – A motion was made by Mr. Torres and seconded by Mr. Palmisciano to grandfather the existing cover because it existed prior to the current architectural guideline, but will have to be replaced in accordance with the new guideline when it reaches a state of disrepair. The motion was unanimously approved.

PRESIDENT'S REMARKS – Mrs. Bussinger said that the second notice of the annual meeting was mailed to the membership which included a newsletter and the four most recent architectural guidelines that have been approved by the Board of Directors. Mrs. Bussinger announced that Fernando Macedo had hand delivered his written resignation from the Board of Directors to Mr. Kiebzak.

MINUTES - A motion was made by Mr. Palmisciano and seconded by Mr. Torres to accept the minutes of the February 21, 2017, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the February, 2017, financial statement and a separate report that projected an operating surplus as of February 28, 2017.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated March 21, 2017.

Shingles – A motion was made by Mr. Palmisciano and seconded by Mrs. Bussinger to end the cyclical repair and replacement of shingles property wide. The repair and/or replacement of shingles for individual units will continue only if a request has been made by the resident and approved by Mr. Kiebzak. The motion was unanimously approved.

Light Fixtures/No Power – A motion was made by Mrs. Bussinger and seconded by Mr. Torres to require that a unit owner supply power to a light fixture, if the owner has purposefully chosen to discontinue their service with the Orlando Utilities Commission. The motion was unanimously approved.

Mr. Palmisciano excused himself from this meeting.

OLD BUSINESS

A. Orlando Utilities Commission - This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

A. **Drainage Work** – A motion was made by Mrs. Bussinger and seconded by Mr. Torres to approve the bid from Plantmosphere Exteriors, Inc., dated March 17, 2017, at a cost of \$1,405.00. The work to be done will alleviate the excessive ponding of water on the sidewalk which is located between building 49 and building 50. The motion was unanimously approved.

B. **Landscaping/Bamboo Court** – A motion was made by Mr. Alivento and seconded by Mr. Torres to approve Estimate #1654 that has been prepared by RLC Landscaping which lists the landscape enhancements for the south side of Bamboo Court at a cost of \$5,126.00. This estimate includes the installation of one magnolia tree. The motion was unanimously approved.

NEW BUSINESS, continued

B. Landscaping/Bamboo Court, continued

A motion was made by Mr. Torres and seconded by Mr. Alivento to approve Estimate #1680 that has been prepared by RLC Landscaping which proposes to 1) install three palm trees and lay sod on the island that is adjacent to B 60 and is between parking spaces 471 and 477 and 2) install sod on the island that is adjacent to building 59 that is between parking spaces 471 and 474 at a cost of \$1,885.00. One exception to the bid is a change that calls for the use of one magnolia tree instead of three palm trees and to revise the price of this estimate accordingly. The motion was unanimously approved.

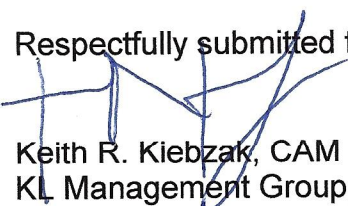
A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to approve the bid that has been prepared by Sunrise Innovations which proposes to remove three trees and grind the stumps in advance of the installation of the two magnolia trees and the installation of sod. The cost for this work is \$1,500.00. The motion was unanimously approved.

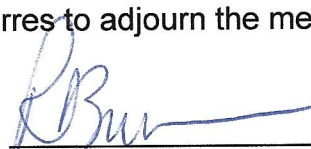
C. Mulch/Bamboo/Coral/Cypress/Willow - A motion was made by Mr. Alivento and seconded by Mrs. Bussinger to approve Estimate #1651 that has been prepared by RLC Landscaping which lists the number of yards of mulch to cover Bamboo, Coral, Cypress, and Willow Court. The cost for this project is \$36,450.00. The motion was unanimously approved.

D. Towing Company – Discussion ensued, but no action was taken.

A motion was made by Mr. Alivento and seconded by Mr. Torres 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



Print Name and Title

Date: 04/18/17