

District on 9th Condominium Association
Minutes, Board of Directors Meeting
PROVISIONAL

*Approved
BOB meeting
August, 2024*

December 13, 2023

Present at Meeting:

Board members: Stephanie Spiegel, Alin Leslie, Eileen Spony

Other: Simon Gallo, Association Manager, Condominium Associates

Agenda:

- **Call to Order:** The meeting was called to order at 6:22PM
- **Roll Call of Directors/Establish Quorum:** All members of the Board were present.
- **Introductions:** Stephanie Spiegel introduced herself, Board President, Alin Leslie, Vice President, Eileen Spony, Secretary-Treasurer, Dan Greenberg, Attorney for the Association and Simon Gallo, Manager for the Association at Condominium Associates. Each of the aforementioned spoke briefly of their professional experience.
- **Approval of Minutes of Turnover Meeting, Wednesday September 27, 2023:** This was a members meeting, so these minutes will be approved at the next members meeting, to be scheduled.
- **Update from the New Board:**
 - **Contracts:** Stephanie stated that all contracts are under review.
 - **Insurance:** Insurance is up for renewal in March 2024. There was a reminder that per the Declarations, owners were required to maintain appropriate insurance, including liability insurance.
 - **Landscaping:** Stephanie announced that there will be a new landscaping company in January, Level Up, that will provide more services at a lower cost than the previous Landscaping Company. Alin spoke about the company and their services.

- It was announced that the Board had contracted for the removal of the palm trees behind the original row of town homes. These trees were too large for the space and causing problems. It was also announced that the shells in the driveway in front of the original town homes would be replaced with heavier pebbles that will be less likely to become displaced. It was further announced that the metal borders around the palm trees in front of the west building on Arlington Ave. N would be removed and placed, if possible, around the landscaping immediately outside the town homes in the east building fronting Arlington. This would be done for safety and uniformity.
- There was discussion of what is and is not permissible regarding individual planting and decorating. Letters would be sent to individual owners as necessary.
- **Pest Control:** Stephanie stated that the Board was taking bids for exterior pest control. There was discussion of issues with fire ants, outside, and roaches, inside. Owners are responsible for all interior maintenance.
- **Plideks:** Every four years, per our Declarations, the Association is to have the plideks inspected and resealed. Keegan, owner, and Ryan from Armored Roofing, gave presentation about plideks and their maintenance and also overall roof maintenance. The plidek is the portion of your roof on which you can put furniture and that serves as your outdoor living area. The 16 town homes in the original building and the seven town homes in the front west row on Arlington Ave N have plideks. The two more recent buildings do not. The representatives from Armored Roofing provided a summary of proper plidek maintenance which has been attached to these minutes. They also provided information on the Company's roof maintenance program, which individual owners may contract for if they wish. Again, owners are responsible for the regular repair and maintenance of their roofs. The Association will only inspect and reseal plideks every four years. It is up to the individual owner to contract for all necessary repairs in the intervening periods.

- **Architectural/Landscaping Committee:** Stephanie announced that the Board wanted to appoint an Architectural Committee as provided for in the Declarations and further that the Board wanted this committee to also include landscaping. Stephanie requested that any person who would like to be on this committee e mail Alin Leslie at Alin@oakstreetexchange.com.
- **Communications:** Stephanie announced that Simon Gallo had sent an Eblast to owners explaining how to get on and use the CA website. Simon volunteered to show anyone who needed extra help, how to get on and use the website portal. It was also stated that there would be a calendar on the portal. Stephanie also announced that the Association would order a shadow box to place near the mailboxes as a further means of communications.
- **Leases:** There was discussion of the various provisions for leases contained in the Declarations. Board members acknowledged that the Association still needs paperwork on existing leases. Board members and homeowners agreed that they did not want very short term rentals in the complex. With assistance from our attorney, Dan Greenberg, the Board clarified that any Short Term leases must comply with local ordinance. There was discussion of how local ordinance defined short term leases. Stephanie reminded those present that short term leases are subject to sales tax. It was agreed that further work was needed on the issue of leases. Simon Gallo is to provide information on current leases. The Association needs to require background checks on proposed short and long term lessees including screening for any crimes for a reasonable length. With Dan's assistance and input, Simon and the Board need to draft a letter to all homeowners informing them of their responsibilities regarding leasing of any units, including the large work/home units.
- **Working Capital:** Eileen explained to the Board and homeowners that were present that Article V, Section 15 provided that all original and transfer owners were required to pay a capital contribution of three months working capital. Eileen stated that this was generally not the case. She further stated that she and CA would be reconciling Accounts Receivable regarding this and other provisions of the Declarations that had not been followed consistently or accurately.
- **Budget:** Stephanie explained that the provision for homeowner assessments had not been properly followed and that this would be corrected in the 2024 Budget. For the 2024 Budget, the monthly assessments were calculated according to the Declarations. The monthly assessment for the thirty units in the three buildings facing Arlington Ave. N would be \$332.00 and that it would be \$498.00 per month for the four work/home units on MLK. In total, the budget increased less than 15% from the previous year. Stephanie moved to adopt the Budget and Alin seconded the motion. The Budget was adopted unanimously.

- **Annual Meeting:** Eileen stated that the developer/builder was required to provide an audit of the Association's financial statements within ninety days of the date of turnover. However, as a practical matter it was more likely that it would take four or five months to receive the audited financial statements. It was also announced that there would be an Annual Meeting of homeowners at an as yet to be determined date in the fall after the anniversary of turnover. The timing had been suggested by the Association's attorney, so as to give the Board time to develop a budget for the next fiscal year so that the Budget could be finalized earlier and with more knowledgeable input.
- **New Business:** There was discussion of parking on Arlington. Alin brought a petition for homeowners to sign requesting that the City of St. Petersburg limit parking on Arlington Avenue in front of our townhouses to two hours only, twenty-four a day, absent an owner's parking permit. George volunteered to collect signatures for the petition. It was also noted that parking is prohibited outside the garages in the back alley, as this is city property. Alin complimented Simon for all of his hard work. Stephanie announced that a copy of the budget is available on request and that owners should contact Simon for a copy of their new coupon books.
- **Adjournment:** The meeting was adjourned at 8:22 PM.



MAINTENANCE REQUIREMENTS

Now that you have a Pli-Dek Decking System, you should know about the following features. The plywood decking system is ICC-ES Evaluated as a Class A Rated System. It also carries a One-hour fire resistive and fire retardant classification. The deck system has been successfully installed since 1980 when it passed all the ASTM tests required to become ICC-ES Evaluated.

The following precautions will help maintain the integrity of the Pli-Dek Waterproof Deck Coating System.

1. Do not puncture the deck surface with any screw, nail, or sharp object.
2. Do not install outdoor carpet over the decking surface for this may lead to water entrapment, mildew, etc.
3. Do not allow any chemicals to be used on the deck such as, solvents, bleach, fuels, industrial cleaning agents, etc.
4. Avoid putting plants on the deck without the proper saucer under it. The saucer should not be flat as to entrap moisture under it. Pli-Dek LLC. recommends using saucers with feet to ensure saucers do not lay flat on the deck surface.
5. Do not allow your pets to use the deck as a bathroom. Urine has a high content of acid and most certainly will start to corrode the deck, door, threshold, or flashing.
6. Do not allow barbecues to become too close to the deck surface it may result in damaging the Pli-Dek Waterproof Deck Coating System.
7. Do not cut metal on top of the deck. Metal shavings left on the deck surface will rust.
8. Do not use metal shovels or scrapers to clean up snow or debris.
9. Do not allow water to puddle and sit on top of the deck surface; this will help reduce staining and calcium deposits on the deck surface..
10. If water infiltration is noticed on the inside of any adjoining door or window area that abuts the deck, rectify the water intrusion before it has a chance to migrate under the decking surface.
11. For general cleaning, use mild soap and water along with a push broom to remove any dirt. When finished, hose off entire deck removing all soap.
12. The Pli-Dek Waterproof Deck Coating System must be inspected every 3 years by an Approved Applicator. (Contact Pli-Dek for details)
13. If floor mats are being used on the surface, Pli-Dek recommends using breathable floor mats instead of rubber floor mats.
14. Exposed urethane caulking should be inspected annually. These situations will occur at doors, posts, expansion joints, penetrations, and flashing seams.

These basic instructions should be used as a general guide. Should there be any questions about the upkeep or maintenance of your Pli-Dek Waterproof Deck Coating System, please call your local distributor or contractor/applicator.



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