

The District Townhome Association, Inc.
Minutes, Board of Directors Meeting
PROVISIONAL

August 6, 2024
Offices of Ameri-tech Arlington
6415 1st Ave S
St. Petersburg

Present at Meeting:

Board members: Stephanie Spiegel, Alin Leslie, Eileen Spony
Architectural/Landscaping Committee: Tom Dagnesi, 905 Arlington, Chair, Alan Glaros, 907
Arlington

Standing Committee: George Minogue, 929 Arlington, Chair, Steven Kim, 128, 130 MLK

Condominium Associates: Randall Unwin

Ameri Tech: Jenny Kidd

Homeowners in the Room: Mark Spiegel, 923 Arlington, Andy Thiele, 949 Arlington, Steven
Severinghaus, 961 Arlington

Homeowners on Zoom: Matt Boyle and Heather Courtney, 132, 134 MLK, Hassan and Katie
Shahzada, 917 Arlington, Christopher Shepard, 961 Arlington, Hannah, 947 Arlington, Bill
Moore, 945 Arlington

- **Call to Order:** The meeting was called to order at 6:20 PM
- **Roll Call of Directors/Establish Quorum:** All members of the Board were present.
- **Approval of Minutes of Previous Open Board Meetings:** Eileen made individual motions to approve the minutes of the prior Open Board Meetings identified by date:
 - September 27, 2023, second - Alan Glaros
 - October 5, 2023, second - Tom Dagnesi
 - October 17, 2023, second - Mark Spiegel
 - December 13, 2023, second - George Minogue
 - January 2, 2024, second - Mark Spiegel
 - May 1, 2024. Second - George Minogue

All motions were carried unanimously.

- **Update on the Community:** Stephanie explained that the Board had a lot heavy lifting to do in the almost one year since turnover. We reviewed the Declarations and other pertinent legal documents, after identifying the current official legal documents. We have and are currently handling some confidential legal matters with our attorney Dan Greenberg. While Stephanie focused on legal issues, both Alin and Stephanie were involved with operations while Eileen focused on finances which were a mess, but all members of the Board were involved in or apprised of all matters which came to the Board's attention.

Stephanie talked about some specific projects including the pli dek inspection and resealing which was completed in the first quarter, the removal of the palm trees behind the 2019 building and their replacement with more appropriately scaled bushes and the placement of small marble pebbles in the areas in front of the patios of the 2019 building, since the area for planting is not deep enough to support plants.

Stephanie talked about the Board's efforts to monitor and improve the overall appearance of our development. If the Board or our project manager note issues, letters will be sent to individual owners describing the problem and requesting that it be remedied within a reasonable time frame. The Board is still working to encourage/require all homeowners and tenants to break down their boxes and to only put wrapped household items in our trash dumpster.

The Board has reached out to Gina Driscoll, our City Council representative regarding the dumpsters along Arlington Avenue.

- **Introduction of Architectural/Landscaping Committee:** Alin introduced the members of the Architectural/Landscaping Committee. Tom Dagnesi, Chair, Alan Glaros and Kerry Gibson. Tom and Alan stood to be acknowledged by the Board and homeowners who were present.

Tom talked about the recent accomplishments of the Committee with regard to landscaping. The Committee identified, interviewed and recommended a new company to manage the irrigation system and a separate company to manage our landscaping. The Board approved the recommendations. The new irrigation management company started in July. It prepares realtime written and visual reports with respect to the functioning of the irrigation system. He expects that there will be frequent small repairs for awhile as we address a lot of neglect over the last five years. The Committee is authorized to approve small dollar expenditures for these repairs. Major items will still require Board approval.

Tom also told us that the new landscaping company was to start this week. Tom and the Committee will be monitoring the performance of both new companies.

Alin thanked the Committee for their hard work.

- **Introduction of the Standing Committee:** Stephanie introduced the members of the Standing Committee, George Minogue, Chair, Steven Kim and Jonathan Erlichmann. George and Steven stood to be acknowledged by the Board and homeowners who were present.

George gave a short informative presentation of the Committee's work to date. He advised us that the Committee's first task was to review the Declarations for clarity and note redundancies and obsolete or inapplicable items. He noted that the Declarations provide for maintenance for items that are not applicable to all townhomes. He told us that the Committee would review the Declarations in small parts because there is so much to review.

Stephanie thanked the standing Committee for their work to date.

- **Leasing:** Stephanie explained that the four large units on MLK are defined as available for leasing, both the first floor commercial space and the upper floors residential space. The Declarations allow for a maximum of 25% of the 30 residential units to be leased at any given time. Although the Declarations allow for air b and b type rentals, the City of St. Pete does not and so City ordinance prevails. Short term rentals are limited by state to no more than 3 less than 30 day rentals in a 365 day periods. Stephanie announced that we are at maximum with respect to rentals in our residential units.

Stephanie explained that the Board has been working with our attorney and CA to identify all of the leased units and to obtain the related paperwork including copies of leases, and copies of background checks, both criminal and financial. She reminded everyone that all owners, including the owners of the Work/Home units are required to provide this information. And she also reminded everyone that they are to obtain written permission from the Board prior to leasing. She further stated that this provision was not adhered to by the various Developer Boards but it will be adhered to going forward.

She reminded everyone that owners are responsible for their tenants' complying with the Declarations and other Rules and Regulations established by the Board.

- **New and Upcoming Projects:** Stephanie stated that The Board is continuing to work with various officials in the City of St. Petersburg regarding the parking situation on Arlington, and the dumpsters and graffiti on Arlington. Alin told us that the businesses across the street on Arlington need to call the city to get the broken dumpsters replaced, as they are city property.

- In addition to working with the city on the issues described above, the Board is planning to hire a pest control company to spray outside for bugs. The Board would also like to have subterranean termite units installed outside of our townhomes and monitored. The Board will also look into options for window washing.
- The Board looks forward to working with Ameri-Tech to develop and publish Rules and Regulations, a sort of summary of relevant items from the Declarations along with additional items to make our community function better - the trash problem. Everyone needs to break down their boxes, bag their trash and take furniture and large, bulky items to an appropriate place for disposal.

- **Accounts Receivable and Finances:** Eileen informed those present that after many months of working, calculating and reviewing, the corrected capital contributions will be posted to homeowners' ledgers. She stated that for most owners the amount was nominal, several homeowners would have credits and a few had never been charged anything for the required capital contributions. She encouraged everyone to review their account ledger and remit any balance promptly. Late fees would not be assessed if paid within 45 days.

She explained that the Association undertook some expensive, required maintenance with monies leftover from the 2023 budget as well as money budgeted for 2024 maintenance needs.

Eileen said that she and the Board were looking forward to working with Ameri-Tech and Jenny Kidd to prepare and adopt the 2025 budget,

- **New Business:** Stephanie asked for a volunteer to plan a block party or happy hour so that we can get better acquainted with each other in a relaxed and fun way. And we would welcome a further commitment for an occasional coffee klatch or happy hour, Andy volunteered.

Stephanie thanked Randall Unwin for all of his work and efforts with our Association. Randall left the meeting.

- **Introduction of New Management Company:** Stephanie announced that the Board had contracted with Ameri-Tech to take over the day to day management of the Association, effective October 1, 2024. She explained that the Board had conducted a thoughtful search, starting with her many phone calls to several companies that were recommended by our attorney, Dan Greenberg. We had two to three in person interviews with management, operations and finance personnel with two of these companies. We were all most impressed by Ameri-Tech staff. We want you to know that they also came highly recommended by the Arlington

Townhome development at 8th and Arlington, a development similar in size and style to ours.

Stephanie introduced Jenny Kidd, the soon to be project manager for our Association. Jenny spoke briefly about her experience and qualifications. She also displayed the website for the Arlington and showed us all the improvements She can help us make.

- **Adjournment:** The meeting was adjourned at 8:20 PM.