

**Approved Minutes**  
**Strathmore Gate East at Lake St. George Home Owners Association**  
**Board of Directors Meeting**  
**June 2, 2025 for May**  
**Held at Ameri-Tech Community Management**  
**24701 U.S. Highway 19 N. Suite 102, Clearwater, FL 33763**  
[www.strathmoregateeast.org](http://www.strathmoregateeast.org)

**Board Members Present:** Eileen Schnauder, President; Frieda Bays, Treasurer; Cathy Schaefer, Secretary; Larry Middlemiss, Buildings Director; Dave Fitts, Grounds Director; Angela Johnson from Ameri-Tech.

**Guests Present / Guest Forum:** At Ameri-Tech Office: Renee Harris

Zoom: Elaine Abrams, Sandy Jenkins, Cynthia Gonzalez, Cindy Gamble, Joy Pollard, Alan DeFrancisco, William Himes, Karen Miller, Corrine Murray, Gerald Purcell, Tyler Ochs, Pat Simms

**Call to Order:** Eileen declared that a determination of proper notice was posted, a quorum was present, and called the meeting to order at 6:33 p.m.

**Approval of Agenda:** The agenda was approved with a motion made by Frieda Bays. In favor: Eileen Schnauder, Frieda Bays, Cathy Schaefer, Larry Middlemiss, Dave Fitts Motion Passed

**Waive reading of prior month's minutes:** Motion to waive the reading of the previous meeting's minutes and accept as written by Larry Middlemiss. In favor: Eileen Schnauder, Frieda Bays, Cathy Schaefer, Larry Middlemiss, Dave Fitts. Motion Passed

Renee Harris reported the tall black metal street light is not working by her home.  
***Action Item:*** Larry will find out what the pole # is and report it to Duke Energy.

**President's Report, Eileen Schnauder:** Dumpster enclosure still pending for Boxwood. All other enclosures are completed. Motion to accept the resignation of Matthew Abbott from the board by Eileen Schnauder. In favor: Eileen Schnauder, Frieda Bays, Cathy Schaefer, Larry Middlemiss, Dave Fitts Motion Passed. Motion to accept the resignation of Jennifer Elflein from the board by Eileen

Schnauder. In favor: Eileen Schnauder, Frieda Bays, Cathy Schaefer, Larry Middlemiss, Dave Fitts. Motion Passed.

**Treasurer's Report, Frieda Bays:** Reported amounts for Units Maintenance Fees for month of April 2025 of \$96,062.17, the budgeted YTD amount of \$334,800 and actual Year to Date of \$342,983.54 with a variance of \$8183.54. Treasurer has the details and documentation of the difference in the amounts.

Review of budget related to full time maintenance person: hourly rate of \$30 x 40 hours x 52 weeks = \$62,4000 plus 36.9% charged by Ameritech for workers comp, payroll for \$23,025.60 plus \$25 per pay check admin fee x 26 for \$650 with grand total of \$86,075.60 annually. Benefits would be paid by the employee. Compare to current annual charges: AWO (empty sanitary stations, roof cleaning, pool bathrooms) average of \$1500 / month for \$18,000 annually + Triangle Pool \$700/month for \$8400 annually (maintain pool) with grand total of \$26,400. Angela has irrigation invoices also to review since Samet changed the sprinkler heads. Discussion about finding full time person: couldn't find anyone who had a pool license to maintain the pool, possible to hire someone with incentive to get pool license and then increase their pay, possibly hire part time person. Information presented/no decision to take any action at this time. Eileen checked AWO reports for clearing roofs and some gutters. She clarified that homeowners are responsible for cleaning their own gutters. Eileen confirmed AWO billed correctly.

**Grounds Director Report, Dave Fitts:** Landscaping company is working out. Cow Branch not cleared out at the clog east of the culvert on Strathmore Gate Drive. Swingle will clear out the original clog along the right side into the woods to the eastern property line. Noted the crew have done an above and beyond job in taking care of the community. They trimmed on the swale behind Boxwood Court and apartments cleaned it up. Irrigation: irrigation status update pending. No paper report from the irrigation company received.

**Building Director Report, Larry Middlemiss:** Dumpster enclosures need to be painted or stained. Bluff Oak enclosure is cured for this process to start. Director walked the community and reviewed for water stains. 4 more courts to review. Almost every building has water stains. The sprinkler heads need to be adjusted correctly away from buildings before stains are removed. When this is completed, a proposal is needed from AWO and Angela will get a quote. Someone who has a chemical license will need to purchase the chemicals and do the work.

**Property Manager Report:** 1) walked the property with president, Larry, Samet and Haskell. 2) the recycle bin gate doesn't lock again as of today and the

dumpster gate in Yucca needs more adjustment. 3) Review tennis court fence and lines for pickle ball court – **Action:** Angela will get quote for resurfacing. Reserve schedule shows this due for 2025. 4) **Action:** Angela will get a proposal from Eric of Haskell Pest about treatment of the front of the buildings, treatment goes in ground barrier for 10 years for termites and Dave Fitts requested name of pesticide since he has experience with pest control. A booster would be done every 10 years. Board confirmed internal pest control cost is included in HOA fee. The unit owner requests service on the scheduled day the exterminator is onsite for their court. If the request is for another time, the unit owner is responsible for paying the cost of the service. The current cost is \$6700 per year for outside service + \$4500 per year for termites. Board requested information on what chemicals were applied in 2014 and what year the termite service was last done. **Action:** Angela will get proposals from potential new vendors for all pest control services. 5) No response from Ken Avery Painting company. Board member explained he sold business. **Action:** Angela will get quotes from other companies, potentially Island Paints and Lowe's Commercial Painting, an Ameri-tech preferred vendor. The vendor will paint per specs, including quote for Sherwin Williams and Benjamin Moore paint 6) Log in to Strathmore Gate East website as an owner – contact your court captain or a board member for user id and password (not published in minutes since these minutes are posted in a public place). If resident needs help to access web cinc to view payments made, contact [ithelp@ameritechmail.com](mailto:ithelp@ameritechmail.com). Owner Maintenance Request tickets function is not active yet.

## **NEW BUSINESS**

**Pesticides on grass.** 1 homeowner and 1 tenant were concerned about chemicals on grass. Swingle Landscaping follows Florida regulations about pesticides. It's deemed safe. One homeowner requested a picture of the chemicals that were used. **Action:** Angela will send a picture to the homeowner.

## **New Maintenance Employee.**

AWO is responsible for the following items: clean dog stations, pool, installing light bulbs in community lights, replacement globes for residents lights (residents are responsible for light bulbs), general maintenance, janitorial services for restrooms at pool for total of \$1375. **Action:** Angela will ask Tracy at AWO to clarify details and address for item referenced as gutters. Haul away glass closet mirror door \$20, which should be paid by the homeowner, not the HOA. No unit was specified in the description. Another description showed roofs, gutters and downspouts for \$750 and another for finished cleaning roofs, gutters and downspouts \$1375 in the month of April, with total invoice of \$3861.50. When

residents ask AWO to do work for the homeowner, then it's the homeowner's responsibility to pay AWO. Their description of tasks on their invoice is too general. **Action:** Eileen will send Tracy's email to Angela, who will create email to clarify what addresses AWO worked on with circles around the invoice items. The board needs to be notified what they are doing, who asked for the work, address/location in a group text message.

Reviewed budget for 2025. Salaries/Contract expenses \$29,172 and Salaries – Expenses 11,414 (36.9% for administration by Ameritech) = 40,586 and YTD we have spent \$12,340.01 year to date (for AWO). Total of \$28,245.99 is available in the budget for the remaining 6 months of the year, so we have money for a part time person. The category of random building repairs is for stucco repairs, the actual work, not part of the cost of the maintenance person. When we are required to fully fund the reserves in 2026 by law and have a maintenance man then the monthly fees will increase for 2026. The law was changed last summer. Owners will no longer be able to vote to waive fully funding the reserves based on current Florida law. Comment was made about the number of units that are for sale now which may increase.

What did Samet do? Oversight of vendors on property, chemical license and use, pool license, monitored sprinkler heads and replaced broken ones but he could not do any electrical work on irrigation system, clean off roof. Part time person is being considered as long as we have contract with AWO, which we hired when Mat went on vacation. The part time person would blow off roofs, dog stations, and sprinkler head adjustments away from buildings. Eventually AWO would not be needed. Do a trial period/probationary period for the part time maintenance person **Action:** Angela and Frieda will meet with AWO to figure out the invoices.

### **New Owner/Rental Agreement Interview Process**

The current process: 1) Ameri-tech is contacted by phone call or email, realtor comes into the office. 2) Owner/ renter receives application/background check and returns to Ameri-tech. New owner submits fee, pictures and copy of the contract. The renter's application for background check goes to tenant check. 3) Results are returned to Ameri-Tech. 4) Application is forwarded to board member to interview the new owner / new tenant with list of questions. Including verification the new resident has received and read the Rules and Regulations of the community. This process takes approximately 15 minutes. Board member returns confirmation to Angela at Ameri-tech by email. 5) Angela contacts buyer's agent with results and to estoppel. Secretary will get an email from Angela with approvals. **Action:** Secretary will contact the new owner/tenant with the list of questions to give them

more information as they move into the community. In the past, the court captains would greet the new people and go over the questionnaire when they met the new resident, and give them the Ameri-tech preferred vendor publication (free magazine). Discussion was to reactivate the court captain meetings. **Action:** Eileen will contact Elaine to resume court captain meetings

**Irrigation updates and review / report from irrigation company** – no information **Action:** Angela request monthly report from irrigation company (from last month's meeting)

**Hurricane planning** – emergency phone number for Ameri-tech is 727-726-8000 which would be used after hours of 9 to 5 Monday to Friday and weekends by unit owners. Renters would notify their landlord and the owner would call. A manager is on call 24/7. First ask yourself – can the issue wait until business hours?

Reasons to call – pipe leak, tree falls across the road and is blocking traffic. In the past, Board members have gone out to pull trees out of road. HOA will pay after-hours fees to come out and resolve the problem. HOA has a chain saw for trees.

Board members have a group chat. **Action:** Board members will message each other with where they will be during hurricane (staying at home or leaving Pinellas County), travel dates and when they expect to return. Board members who stay in the community will be attentive to current weather and neighborhood conditions.

**Discussion of Board Members Expectations and Roles** – Angela displayed the board number's roles from the association documents/bylaws on page 8 in the first section, including the Grounds Director role.

**Cleaning invoice for Cow Branch** - Reviewed invoice from David Swingle Landscaping for vegetation cut back and clearing other side of Cow Branch behind Fig and Elder, needs to go to the property line for \$3750. Motion was made to approve the invoice. In favor: Eileen Schnauder, Frieda Bays, Cathy Schaefer, Larry Middlemiss, Dave Fitts Motion Passed. Any blockage in the water is done by county to maintain the flow. **Action:** Dave Fitts will call the county to clear Cow Branch for flow

**Swimming Pool Fence** - Building Director Larry explained the wood fence around the pool needs repair, primarily the section from the Men's bathroom to the entrance gate. The posts need reseating and slats need to be replaced. By doing the repair in sections, a permit is not needed. If the entire fence falls down/is taken down, then the pool has to be closed due to local ordinances and a permit is needed. Since we want to keep the pool open, the repair will be done in sections. **Action:** Angela will get quotes.

**Damages from Swingle Landscaping and Repair Updates** - Boxwood bush and palmetto shrubs on the north side of the court and by the entrance to the community. **Action:** Angela will send to her separately. Storm door – Swingle is waiting for an invoice for the repairs. Pebble shot from edging – has the homeowner's #.

2931 Buttonbush – on April 30<sup>th</sup>, when the Swingle crew was trimming hedges, they cut an extension cord connected to a light that showed colored lights on owner's trees. The extension cord was on a reel (photo was attached to email to Ameri-Tech) which was protected from the elements under a plastic bag, and then the cord was extended to owner's outside outlet. All of the cord was under the hedges and not exposed at all. It was not clear why or how Swingle crew managed to cut the cord. Owner is requesting reimbursement for light string. The board declined the request at the meeting. **Action:** Angela will notify homeowner (which was completed.) Note: Owner clarified the situation as referenced above and further discussion is needed at June 30<sup>th</sup> meeting.

**CHAT** -- broken front window – Gerald Purcell – David Swingle has owner's name and phone number. He will be contacted to get the window fixed and will coordinate with his sister who lives close by. 2) Cynthia 4026 Corkwood Ct – tree limbs hanging low over the roof in the back of the unit – **Action:** Swingle will be contacted to resolve when he is here on Wednesday. Garbage dumpsters and horseflies with rotten fish smell. **Action:** issue needs to be resolved 3) Reserves are in various T-bills and making money which goes into deferred maintenance. Reserves can be used only as they are designated. Funds are getting good interest rate of 4.8% on T-bill 4) 4044 Honey Locust – drain put behind unit to control flooding. Contractor was let go. Swingle working on proposal and said he would have it by July. **Action:** Eileen will follow up on Wednesday and get a firm date 5) 2922 Star Apple – talked to Buildings Director, Larry. Sprinklers pointed into window in back and into the back lanai so the sprinklers need to be adjusted. Water is flowing in a V to go in front of the lanai door, not flowing in correct direction away from building. **Action:** Angela will contact Swingle to make corrections 6) Irrigation invoices for Feb - May – **Action:** Angela will share with the board 7) Globe replacement – 2953 Yucca needs to be replaced and installed on the post

Motion made to adjourn meeting at 8:56 pm All approved

### **Next Meeting Date**

**NOTE this Date Change: The next meeting will be in person on Monday, June 30, 2025 at 6:30 p.m.** Zoom information will be included on the meeting

agenda when notification of the meeting is posted. Meetings will resume on the 4<sup>th</sup> Monday of the month in July.

**All owners are invited to attend in person or through Zoom. When using Zoom, homeowners are requested to include their full name on their video screen, turn the video on and select the mute option, until they are recognized for discussion in the meeting. Thank you.**

Meeting closed at 8:56 p.m.

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