

**ON TOP OF THE WORLD  
CONDOMINIUM ASSOCIATION, INC.,**  
a Florida Not-For-Profit Corporation  
2069 World Parkway Blvd. East  
Clearwater, FL 33763

**BOARD OF ADMINISTRATION**

Maria Avdelas  
Nancy Burt  
Stacy Rush  
Katie Bajis

**NOTICE OF BOARD OF ADMINISTRATION MEETING**

Date/Time: June 4, 2024 – 10:00 AM

Venue: East Activity Center Auditorium  
2069 World Parkway Blvd. East  
Residents may also join by tuning into Channel 901 or by watching  
live on the Box Office (otowboxoffice.com).

**Board of Administration Meeting Agenda**

1. Call to order; roll call
2. Proof of notice of meeting
3. Board Member Resignations:
  - a. Kenneth D. Colen
  - b. Charles McAllister
  - c. Guy Woolbright
  - d. Jim O'Neil
  - e. Gail Sanders
4. Consider appointment to fill one Board Member Vacancy
5. Adjournment

**On Top of the World Condominium Association, Inc. expects all unit owners to comply with Association Rule 22. Unit Owner Participation at Board of Administration and Committee Meetings. Meeting participants are expected to conduct themselves with decorum, respect, and civility.**

Requests to speak at this meeting were received in advance of this meeting. While there was no agenda item on this matter, per the Rules of the Association Unit Owners whom follow Rule 21 are able to speak <sup>at</sup> any noticed Board of Administration meeting.

Speakers:

Stuart Rosenblatt

Pamela Rosenblatt

Hope Tera

## Request to speak at 6/4/24 Board Meeting

Stuart Rosenblatt

Sat 6/1/2024 7:01 AM

To:associationinfo otowfl.net <associationinfo@otowfl.net>

Stuart Rosenblatt

Bldg 94

2021 Shangrila Dr Apt 50

Clearwater, FL 33763

Agenda Item 3 (Resignation of 5 Board Members)

Please reply if accepted with amount of time allowed to speak

## Request to speak at 6/4/24 Board Meeting

Pamela Rosenblatt

Sat 6/1/2024 7:01 AM

To:associationinfo otowfl.net <associationinfo@otowfl.net>

Pamela Rosenblatt

Bldg 94

2021 Shangrila Dr Apt 50

Clearwater, FL 33763

Agenda Item 3 (Resignation of 5 Board Members)

Please reply if accepted with amount of time allowed to speak

## 6/4/24 Board Meeting - Request to Speak & Record Meeting

Hope Tera <hopetera@gmail.com>

Fri 5/31/2024 11:09 PM

To:associationinfo otowfl.net <associationinfo@otowfl.net>

Hi, Patty. Regarding the upcoming board meeting set for Tuesday, June 4th at 10:00, I would like to record the meeting. I can set up my equipment an hour before the meeting.

In addition, I would like to be granted time to speak. I would like to address agenda items #3 and #4.

Please reply to this email to confirm receipt, as well as confirm I will be granted the right to record the meeting, and address agenda items 3 & 4.

Thanks much...Hope Tera

Resumes of Unit Owners who wish to be considered for a seat on the Board follow from:

**Britt Ward**

**Patricia Lawrence**

**Betty Cassidy**

**Cathryn Chambers**

**Craig Waldvogel**

Charles Britt Ward, Sr  
Bldg 18, #2; (360) 791.2929

Apr 8, 2024

To:

OTOW Clearwater, Board of Administrators  
9850 SW 84<sup>th</sup> Court, Suite 500  
Ocala, Fl 34481

Dear Board Members:

I am a former candidate in the last election. I would like you to know I'm still interested in serving my community, consequentially, I'd like the board to file my bio in case there is a future need for an appointment.

Respectfully,

Charles Britt Ward, Sr (US Army retired)

## **C. Britt Ward Sr.: A Legacy of Dedication, Leadership, and Success**

### **Building 18, #2; (360) 791.2929**

C. Britt Ward Sr., an eminent figure in the worlds of technology and finance, is honored to unveil a captivating narrative—a career spanning over three decades, characterized by unwavering dedication, a commitment to national service, and a tapestry of remarkable achievements. From the ranks of military service to influential leadership roles in the banking sector, Britt Ward's journey stands as a testament to resilience, adaptability, and an unwavering pursuit of excellence.

At the age of 18, Britt embarked on a transformative journey of service by enlisting in the military, where dedication and commitment became the defining traits of his character. Over the course of 22 years, he served his country with honor and distinction, a period that instilled in him the core values of discipline, teamwork, and exemplary leadership—qualities that would later prove indispensable in the corporate realm.

Following his distinguished military service, Britt ventured into the Transportation Industry, exemplifying an innate entrepreneurial spirit by acquiring and leasing two long-haul trucks and trailers. This bold venture showcased his ability to navigate complex industries while fostering sustainable growth.

Yet, Britt's story is far from static. In a courageous and strategic decision, he divested his trucking business and returned to academia, emerging with a degree in Computer Science with a specialization in Finance. Armed with this newfound knowledge, Britt embarked on a dynamic career within the banking sector, ascending rapidly to the positions of Chief Information Officer (CIO) and Chief Technology Officer (CTO) at several prominent financial institutions.

In these influential roles, Britt seized opportunities to assess and mold the future of banking institutions through strategic acquisitions. His visionary leadership and profound expertise in technology played an instrumental role in reshaping the financial landscape.

A pinnacle moment in Britt's illustrious career was his pivotal involvement in the Iraq War of 2005. Tasked with the formidable challenge of designing a National Data Center for the Bank of Iraq, he showcased not only technical prowess but also a deep-seated commitment to global development and stability.

With a remarkable 34-year dedication to software development, the last 15 years have seen Britt serve as an Independent Software Architect, providing invaluable consulting services to Fortune 1000 Companies and Federal Agencies. His insights and contributions have played a pivotal role in propelling innovation and catalyzing progress in the digital realm.

C. Britt Ward Sr.'s narrative is one of extraordinary achievements, unwavering dedication, and an enduring commitment to excellence. His journey—from military service to the pinnacle of the technology and finance sectors—serves as an indelible source of inspiration for all. Britt's impressive track record and unparalleled expertise continue to shape industries, leaving an indelible imprint on the world.

2435 Sumatran Way – Apt. 31  
Clearwater, FL 33763  
April 10, 2024

Homeowner's Association of OTOTW  
c/o Ms. Patty Soriano  
2069 World Parkway Boulevard East  
Clearwater, FL 33763

Attention: Patty Soriano and the Homeowner's Association

Dear Ms. Soriano and the Association:

I am writing to express my interest in becoming a member of the Board of Directors at OTOTW Clearwater, FL in the event a seat becomes available. I have lived in OTOTW Clearwater since 2020 and have become familiar with the management of the property as an owner. I am committed to supporting the OTOTW community by becoming an active member of the Board sharing my extensive professional skills, experience and knowledge.

I have attached my resume outlining my professional experience. Additionally, I would like to give a brief executive summary of my background which is as follows:

- I have worked in large corporations and the legal industry for my entire adult career. My background includes 50+ years of high level, executive support and facilities management experience which includes managing RFP processes on a national basis as well as managing vendor functions in support of our operations as well as the physical facilities.
- I am a quick, decisive and skilled decision maker.
- I am an exceptional human resources professional.
- I am a gifted manager and people motivator for employees at all levels.
- In addition to my extensive work history, I have held the position of President of the Board of Directors at my condominium in Bay Harbor Islands, Florida, Island Pointe. During my tenure in that role, we successfully changed management firms and streamlined the operation of our condominium. This involved an extensive search for appropriate management companies to consider, an RFP process, an interview process, and then in depth discussions with several owner representatives and the entire BOD to come to a final decision.

I would welcome the opportunity to discuss my background and how I could contribute to the success of our community. Please feel free to contact me with any questions or for further background information/clarification should you need it. My telephone contact # is 786-479-2679.

Thank you for considering my application should the need arise. Please keep it on file.

Sincerely,



Patricia B. Lawrence

PBL:s

Enclosure (1)

# Patricia Lawrence

TrishLawrence2003@yahoo.com | 786-479-2679 | Clearwater, FL

## Administrative Manager, Facilities Management, HR & Accounting

*Reliable, detail-oriented, seasoned high level Administrative Manager with superior skills in facilities management, human resources, performance management, accounts payable and purchasing. Extensive experience in supporting leaders and day-to-day business operations with proven ability to steer multiple stakeholders, collaborate across departments, and manage shifting priorities and timelines. Excels in diversified management and time management with strong leadership skills, including developing and mentoring. Expertise in successfully producing large workloads, as well as driving problem-solving skills in reconciling and correcting discrepancies and errors. Brings a proactive, business-minded approach to the organization.*

Core skills: Project Management | Relations Builder | Expense/Budgeting | Staff Training | Travel | Leadership  
Accounting | Purchasing | Team Building | Administration | Emergency Management | Tenant Management Construction Build-Out | Human Resources | Facilities Management | Relocations | Recruiting, Hiring, Onboarding & Performance

## Career Overview

### **OPERATIONS MANAGER, Miami & Tampa, FL, DLA Piper LLP**

June 2013 - July 2020

*Managed administrative operations including mail and copy, accounts payable function, national purchasing, budget administration, sustainability programs, emergency management, overall facilities, and sub-tenant management. A Team of 60 employees in Miami and 150 employees in Tampa; oversaw office renovations and moves for both offices.*

- ▶ Evaluated, negotiated and initiated large national contracts
- ▶ Initiated cost control programs Firmwide
- ▶ Managed national programs during pandemic for all facilities relating to USPS procedures, remote business center operations, office protocols and operations

### **ADMINISTRATIVE SERVICES MANAGER, Finnegan Henderson Farabow Garrett & Dunner, LLP, October 2006 - May 2013**

*Directed day-to-day operation of administrative services and the conference center for a headquarters location.*

- ▶ Efficiently managed hospitality services, reception, and facilities with excellent service levels. Evaluated roles and hours, as well as maintained and held headcount, improved service levels, and developed staff and reduced pricing for coffee and vending services.
- ▶ Managed travel and FedEx contracts; negotiated and managed contracts monthly and quarterly.
  - ✓ Provided excellence in service levels, cost controls, and travel; received many perks and benefits that went back into the firm, including rewards points and prizes. Awards were often utilized for administrative travel and upgrades for executive staff.
- ▶ Manage the firm's travel program, "greening" program and outsourced copy and mailroom operations; also developed, implemented, and administered policy and procedure.

### **FACILITIES MANAGER, Cooley Godward, LLP**

July 2005 - October 2006

*Managed facilities for California based firm in Reston, VA, and the District of Columbia.*

- ▶ Immediately requested and successfully managed construction build-out for new office space in downtown Washington, DC.
- ▶ Established relationship with building management, successfully moved staff and attorneys in, setup and managed mail and copy, and hired vendors while relocating and opening a new office in downtown Washington, DC.
- ▶ Managed office services personnel, catering staff, and receptionists while also handling lease administration and sub-tenants for offices in the DC area.

### Early Career Positions

#### **SR. FACILITIES MANAGER, Swidler Berlin LLP**

Oversaw facility for a large, multi-site Georgetown law firm.

- ▶ Managed build-out and construction projects for two "campus" offices.
  - ✓ Efficiently and effectively moved 40+ personnel to new campus office locations which included space planning, directing the movers, notifying personnel, and ensured a smooth transition to new space.
- ▶ Controlled and executed many moves and office consolidations as well as many years of Firm growth.
  - ✓ Directed all moves, construction projects, space planning, developed and managed facilities budget. Negotiated and handled all large purchases such as office supplies, office equipment, paper, furniture and related materials for both Washington, DC, and New York offices.
- ▶ Handled all subtenants and leased administration for the DC offices.

#### **HR GENERALIST, FACILITIES MANAGER, EXECUTIVE SECRETARY, Wang Laboratories, Inc.**

Managed facilities and real estate, telephone operators, mailroom staff (outsourced), and all administrative services in the Washington metropolitan area. Coordinated all moves and reconfigurations and developed and managed facilities budgets.

- ▶ Supported three top corporate executives as Executive Secretary.
  - ✓ Delivered excellent support by independently handling general correspondence, reporting, travel, expenses, and any task as assigned.
- ▶ Spaced down-sizing during bankruptcy as Facilities Manager; handled all facilities related issues (adds, moves, changes), completely understood modular furniture systems. Eventually handled downsized offices when the company went through bankruptcy.
  - ✓ Reconfigured seating and consolidated office space need in order to give back real estate; liquidated furniture and "turned off the lights" in offices, resulting in reduced real estate costs for the company.
- ▶ Managed all aspects of Human Resources as an HR Manager for a client base within the company
  - ✓ Coached, hired, fired, and performed performance management for approximately four areas of responsibility, including accounting, administration, procurement, and sales support. Consistently provided HR services.
  - ✓ Supervised temporary resources for division on a local and national level, which included sourcing, negotiating rates, administered cost control, evaluated workload distribution, and directed the support of two administrative staff members.
- ▶ Managed facilities maintenance issues for 200M square foot facility that housed approximately 325 personnel. Handled all service calls for facilities related issues via an on-line system. Managed all aspects of office moves and furniture reconfigurations (Herman Miller Systems) for Washington, DC area.

### EDUCATION

- ▶ **ENDICOTT JR. COLLEGE** coursework, one year
- ▶ **RELATED MANAGEMENT COURSES/SEMINARS/ACTIVITIES:** Training for Herman Miller Furniture Systems | Managing a Diverse Workforce | Management/Supervisory Training | Safety Seminars provided by Live Safe America
- ▶ **MEMBER ALA NATIONAL AND SUNCOAST** at National Chapter through 2022
- ▶ **PRESIDENT OF THE BOARD**, Island Pointe Condominium Home Owner's Assoc., Bay Harbor Islands, FL

Association  
2069 World Parkway BLVD East  
Clearwater, FL 33763

April 25, 2024

I wish to express my interest in volunteering for a seat on the OTOW HOA Board of Directors, Clearwater FL. As a seasoned Quality Manager in the Automotive and manufacturing industry I am excited at the prospect of contributing to the OTOW's mission to provide a quality environment to the OTOW community.

I have lived here at OTOW Clearwater for the past three years and have become active in attending the OTOW board meetings. OTOW interest align with my own key values and I am eager to be apart of this team.

I feel the following skills and experience would be of value:

- a. My communication skills enable me to find common ground among various groups of individuals while achieving the goals of the management team.
- b. The perspective I have is beneficial to seeing situations from different viewpoints which helps me to find common ground.
- c. As a Quality Manager my ability to organize, road map objectives and perform research has been of benefit in all the professional positions I have held.
- d. Education AASIE and MBA along with many certificates of accomplished learning .

Having lived here for the past three years, I am committed to serving my community and contributing my skills and passion to enhance the quality of life for our residents.

I would welcome the opportunity to discuss how my background aligns with OTOW. Please feel free to contact me to discuss my skills and qualifications as Board Applicant. Betty Cassidy 302 893 9240

Thanks for considering me for this position.

Sincerely,

  
Betty Cassidy 302 893 9240

2410 Franciscan Dr #88  
Clearwater, FL 33763

[Bcassidy220@gmail.com](mailto:Bcassidy220@gmail.com)

# Cathryn Chambers

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812-360-7652

cmcregerc@gmail.com

2361 Jamaican St.  
Clearwater, FL 33763

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## **Association at OTOW, Clearwater:**

I am writing to express my sincere interest in becoming a board member in case there is an opening.

I am a full-time resident-owner at OTOW and will work to ensure that we continue to be one of the most desirable places to live and enjoy. I will do everything possible to keep cost down in our budget and fees while supporting ambitious standards including security, elevator services, landscaping as well as having a professional, friendly relationship with management, board members and our residents.

I have experience in:

- Supervising employees, volunteers, contractors, and vendors.
- Construction and apartment remodeling/renovation.
- Safety concerns and security of 3000 apartment and dormitory residents.
- Knowledge of video surveillance.
- Property management and business experience.

You will see by my enclosed resume that I am a hard worker and willing to help in grand or adverse situations. I have a passion to learn and increase my skills to keep OTOW the wonderful place it is to live.

Thank you for taking the time to review my resume. I look forward to talking with you.

Sincerely,

**Cathryn Chambers**

## CATHRYN CHAMBERS



I am a full-time resident-owner at OTOW and will work to ensure that we continue to be one of the most desirable places to live and enjoy. I will do everything possible to keep cost down in our budget and fees while supporting ambitious standards including security, elevator services, landscaping as well as having a professional, friendly relationship with management, board members and our residents.

### QUALIFICATIONS:

- Supervising employees, volunteers, contractors, and vendors.
- Construction and apartment remodeling/renovation.
- Safety concerns and security of 3000 apartment and dormitory residents.
- Knowledge of video surveillance.
- Property management and business experience.
- Crisis intervention facilitator, shelter manager and casework.

### EXPERIENCE:

- Managed duplex with 100% occupancy.
- Inspected for damages, security deposit settlements, maintenance, and renovations.
- Tracked proposals and bids, providing quality work at an affordable price.
- Reconciled weekly and monthly business reports for all income.
- Proven ability to work within budgets.
- Prepared business documentation, leases, screened tenants, tracked business expenses.

### PROFESSIONAL EXPERIENCE:

Hunter Ridge Apartments, Property Manager	1995-2003
Middle Way House, Facility Manager	1990-2002
Indiana University-Residential Programs & Services, Office Manager	2004-2021

### EDUCATION:

Indiana University, Bloomington, IN	Bachelor of Arts
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## Board of Directors

Avishllc <AvishllcUSA@avishllc.com>

Fri 5/31/2024 6:04 PM

To:associationinfo otowfl.net <associationinfo@otowfl.net>

I Craig W Waldvogel am submitting my name for consideration for Board Member.

I am retired from : NYCDOT Bridges were I administered 30.2 billion in contracts.

Supervisor Millar Elevator

Avishllc.com Corp. Owner

Pan American World Airways via the Deutsche Telecom Network Secured By BlackBerry