

# **CREEKSIDE PRESERVE HOMEOWNERS' ASSOCIATION, INC.**

*A Corporation Not-for-Profit*

## **MINUTES OF THE BOARD OF DIRECTORS MEETING August 17, 2017**

The Board of Directors meeting was held at 7:00 p.m. in the Faith Lutheran Church, 9008 US Hwy. 301 N. Parrish, FL 34219.

The meeting was called to order by the President, Mr. Heffner at 7:06 p.m. A quorum was established with the following Board members present:

Barrie Heffner    Michael Pugh    Crissy Hannan    Rick Bartelt

Doug Shepherd represented Lighthouse Property Management.

**UNDER THE HEADING OF MINUTES**, upon motion by Mr. Bartelt and seconded by Mr. Pugh, the March 17, 2017 and the May 31, 2017 minutes were approved. The minutes will be annexed into the association's records.

**UNDER THE HEADING OF FINANCIAL**, the Treasurer reported a year to date loss of \$20,000.00 due to the landscaping of the entrance islands. There are 25 owners past due in their maintenance fees, totaling, \$7,000.00 in receivables. The lion's share of this amount is from about four owners.

Work has begun on the 2018 budget with the help from management and the association's finance committee. Next year's maintenance fee may increase around \$20.00. A reserve study was recently completed. Although the association reserves are not fully funded, they are in pretty good shape.

The budget meeting is scheduled for November 9, 2017. Please send in budget suggestions to the treasurer or management.

The insurance renewal premium was reviewed. A discussion was held regarding increasing the umbrella coverage. On matters related to the association's umbrella insurance policy, upon motion made by Mr. Bartelt, and seconded by Mr. Pugh, it was

**RESOLUTION 17-10:** We motion, to increase the coverage from \$1,000,000.00 to \$10,000,000.00 for an additional premium of \$800.00. Motion carried.

On matters related to the increased umbrella coverage policy, upon motion made by Mr. Bartelt, and seconded by Mr. Pugh, it was,

**RESOLUTION 17-11:** We motion, to purchase the umbrella policy with increased coverage as recommended by Atlas Insurance. Motion carried.

**UNDER THE HEADING OF PRESIDENT'S REPORT**, (See attached report from Mr. Heffner.)

It was agreed that the fining process be posted on the web site.

On matters related to 3828 91<sup>st</sup> Ave. E. and 3815 91<sup>st</sup> Ave. E., upon motion made by Mr. Pugh and seconded by Mr. Bartelt, it was,

**RESOLUTION 17-12:** We motion, to levy the maximum fines on both properties. Motion carried.

On matters related to compliance, upon motion made by Mr. Pugh and seconded by Mr. Bartelt, it was,

**RESOLUTION 17-13:** We motion, to give the offending owner 30 days to appeal a fine levied by the Board of Directors.

**COMMITTEES:**

**Spirit:** Due to the resignation of the chairperson, this committee is defunct until a replacement is found.

**Landscaping:** Committee members, Kayla Weston and Chuck Kadlec, met with Tito Orozco, owner of Quality Home Solutions, our landscape maintenance contractor, to go over concerns about the execution of his contract. The meeting went very well and he understands what the committee expects and is willing to comply.

On matters related to the new entrance landscaping, upon motion made by Mr. Bartelt and seconded by Mr. Pugh, it was,

**RESOLUTION 17-14:** We motion, to reimburse Polly Trautweiler \$75.00, John Caffery \$125.00 and Angie Hall \$100.00 for the cost of watering the plant material in the islands. Motion carried.

**Compliance:** The chair of the committee, Pat Knight, reviewed how and when property inspections are conducted, how and when violation letters are sent and to whom they are sent, the violation logs, and the process for fining non-compliant owners. It was suggested that these monthly inspections take place on a day other than Fridays. This is a trash collection day so one is unable to determine if cans are being left out or not.

A discussion was held regarding adding members to the committee and if so who decides this. The board will discuss this matter and get back to the committee.

**Gate:** Chuck Kadlec reported that the remote codes are being changed and warning signs for the gate arms are being made. It was suggested that the signs be installed temporarily to get residents used to seeing them. The cameras are to be installed shortly by Bob Edmands of Anchor Gate. On matters related to the gate, upon motion made by Mr. Bartelt and seconded by Crissy Hannan, it was,

**RESOLUTION 17-15:** We motion, that the two long white "arms" be kept in the up position until the warning signs are installed. Motion carried.

**Well:** (See attached report from Bruce Trautweiler.)

The well permit will have to be updated which management will update.

On matters related to the well, upon motion made by Mr. Pugh and seconded by Mr. Heffner, it was,

**RESOLUTION 17-16:** We motion, to hire American Drilling to install a new well, per the attached proposal, including the additional \$950.00, to be expensed from reserves. Motion carried.

**UNDER THE HEADING OF OLD BUSINESS:** On matters related to annual community yard sales, upon motion was made by Mr. Pugh and seconded by Mr. Heffner, it was

**RESOLUTION 17-17:** We motion, that they be held the second Saturdays of April and of October each year. Motion carried.

Messer's Heffner and Kadlec will patch a few pot holes in the roads.

A switching in website providers from "Go Daddy" to "Wicks" will result in a cheaper, more interactive site.

**UNDER THE HEADING OF NEW BUSINESS:** The next property inspection will take place September 29<sup>th</sup>.

Wild hogs have reappeared. The contractor will be out soon with his dogs and traps. It was suggested that residents keep their dogs away from the activity.

On matters related to rental properties, upon motion made by Mr. Pugh, and seconded by Mr. Heffner, it was,

**RESOLUTION 17-18:** We motion, to require all landlords to provide landscape and chemical application contracts. Motion carried.

Management was requested to eliminate the irrigation maintenance contract from Quality Home Solutions contract and to obtain a separate contract for this from Waterfall Irrigation.

The board agreed to vote on increasing next year's board from five directors to seven, effective at their November 9, 2017 meeting.

**UNDER THE HEADING OF OWNER COMMENTS:** Questions arose regarding what might become of the vacant lot. It was suggested that maybe the adjoining property owners might be interested in buying it? Prospective purchasers will be responsible to determine if it is a lot on which a home could be built.

**UNDER THE HEADING OF ADJOURNMENT,** there being no further business to discuss, the meeting adjourned at 9:57 p.m.

---

Douglas C. Shepherd, CAM  
Assistant Secretary

Dated this 21<sup>st</sup> day of August, 2017.