

FINAL  
**Little Creek Homeowners Association, Inc.**  
**BOARD OF DIRECTOR'S MEETING**  
**November 3, 2015**

**Seminole County Sheriff's Office**  
**East Region Service Center**  
**1225 East Broadway Street**  
**Oviedo, FL 32765**

Board Members in Attendance: David Matarese, Ed Sills, and Joan Scrapper

Board Members Absent: June Richcreek

Pinnacle Staff in Attendance: Anne M. Smith, LCAM

Meeting was called to order at 7:03 PM. Quorum of the Board was verified. Meeting was properly noticed.

**OPEN FORUM**

Homeowners on Strand Circle asked the Board to reconsider their decision to deny an architectural review request to add an acrylic finish to their driveway. The Board agreed to review the homeowner's resubmitted application. If approved, maintenance requirements will be included.

**MINUTES**

Motion was made by Ed Sills and seconded by David Matarese to approve the August 2015 Board Meeting minutes as amended. Motion carried unanimously.

**MANAGER'S REPORT**

The following grounds and maintenance items were addressed:

- Minor irrigation repairs completed.
- Monthly pond maintenance completed.
- Entrance lights repaired.
- Debris cleared from park.
- Unauthorized structure removed.
- Sign at park replaced.
- Light outages reported to Duke Energy for repair.

The following administrative tasks were completed:

- Safety checklist created and added to community website.
- Working with webmaster to improve look of website.

**FINANCIALS**

Motion was made by Joan Scrapper and seconded by David Matarese to approve the September financials as presented. Motion carried unanimously.

FINAL

After review, motion was made by Ed Sills and seconded by Joan Scaper to approve the 2016 proposed budget as prepared. The assessments remain unchanged at \$188.00 semi-annually. Motion carried unanimously.

**COLLECTIONS**

The Board reviewed the Status Reports prepared by Alliance Collections and the Law Office of Patrick Willis.

**BOARD & COMMITTEE REPORTS**

There were no items to report on.

**NON-COMPLIANCE**

The October report and final notice expirations were reviewed.

Several homes which back up to Lockwood blvd. continue to have non-compliant hedges overgrowing the community wall. Letter should be sent citing maintenance requirements.

**OLD BUSINESS**

Anne Smith will forward Mayor Persampiere's response from last year to the Board regarding the ongoing irrigation and water bill issues. In addition, the Board would like to meet with Mayor Persampiere in person. Management will arrange an appointment with the Mayor and any available BOD members after the first of the year.

**NEW BUSINESS**

Motion was made by Ed Sills and seconded by Joan Scaper to renew the 2016 management contract with Pinnacle. Motion carried unanimously.

The Board is interested in obtaining quotes for the following projects:

- Pressure wash the parks, walls, monuments and sidewalks.
- New monument signage.

The Board would like a Reserve Study done now.

**NEXT MEETING**

The next meeting will be held on Tuesday, January 26, 2016 at 7:00 PM at the Seminole County Sheriff's Office, East Region Service Center, 1225 East Broadway Street, Oviedo, FL 32765

**ADIJOURNMENT**

There being no further business to come before the Board, motion was made by David Materese and seconded by Ed Sills to adjourn the meeting at 8:20 PM.

Respectfully submitted by:

Anne M. Smith, LCAM  
Pinnacle Property Management, LLC  
On behalf of the Secretary of the Little Creek Homeowner's Association, Inc