

FINAL

**Little Creek Homeowners Association, Inc.  
BOARD OF DIRECTOR'S MEETING  
May 24, 2016**

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

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

Board Members Absent: Beth Logullo

Pinnacle Staff in Attendance: Anne M. Smith, LCAM

Meeting was called to order at 7:00 PM. Quorum of the Board was verified. Meeting was properly noticed.

**OPEN FORUM**

*Jay Kernica of 2736 Cordgrass Street* addressed the Board regarding concerns about residents not following the HOA documents.

**MINUTES**

Motion was made by David Matarese and seconded by Ed Sills to approve the March 29, 2016 Board Meeting minutes as written. Motion carried unanimously.

**FINANCIALS**

Motion was made by David Matarese and seconded by Joan Scrapper to approve the March and April 2016 financials as presented. Motion carried unanimously.

Motion was made by Joan Scrapper and seconded by Ed Sills to approve the 2015 Year-End Financial Statement as prepared by the Association CPA, Arrington & Company. Motion carried unanimously.

**COLLECTIONS**

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

Motion was made by Ed Sills and seconded by David Matarese to ratify unanimous, written approval to cancel the collection process and asking Alliance to waive their fees for the following homes: 2749 Cordgrass Street, 2691 Running Springs Loop, and 2851 Strand Circle. Motion carried unanimously.

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### MANAGER'S REPORT

The following grounds and maintenance items were identified and addressed:

- Sandblasting and painting of monument signs completed. Brick veneer border to be installed.
- Weep holes at 2754 Running Springs Loop cleared out.
- Grasshoppers redirected irrigation away from monument signs.
- Community yard sale held on Saturday, April 9, 2016 from 8 am to 2 pm. Banners hung prior to sale and removed after sale.
- New mirror clips installed at each entrance (exit side) to hold meeting notice signs.
- Minor irrigation repairs completed.
- Quarterly cleaning of fishing pier completed.
- GFI outlets at Landings/River Birch and Crossings/Vista Knoll relocated.
- Bulb replaced at monument at Crossings/Fallbrook.
- Bulbs and ballasts replaced at Landings/River Birch and Crossings/Vista Knoll.
- Pressure cleaning of common areas, including sidewalks and curbs along Lockwood Blvd., sidewalks at both parks, and the front side of the walls and monuments along Lockwood Blvd., completed.
- Monthly landscaping maintenance completed.
- Monthly irrigation inspections completed.
- Monthly aquatic maintenance completed.

The following administrative items were identified and addressed:

- Annual Corporate Report filed with the State on March 3, 2016.
- 2015 year-end audit and federal income tax return completed by Association CPA, Arrington & Company, PA.
- 2015 year-end financial postcards mailed on April 25, 2016.
- Little Creek is participating in the Boy Scout Flag Fundraiser for 2016; two American flags will be installed at each entrance on Memorial Day, Independence Day, Labor Day, and Veterans Day for a donation of \$500.00.

### PROPOSALS

**Tree Trimming:** The Board requested additional quotes. Management will also contact the City of Oviedo to request trimming of trees from around light posts.

**Fishing Dock Repairs:** Because of the variation in pricing (from \$1,097.09 to \$7,200.00), Ed Sills will inspect the dock and report his findings to the Board.

### NON-COMPLIANCE

The April non-compliance report and final notice expirations were reviewed.

Motion was made by Ed Sills and seconded by Dave Matarese to send a 21-day demand letter to the following homes. Motion carried unanimously.

- 2642 Fallbrook Drive regarding dead areas in grass
- 1527 Bulbush Way regarding pressure washing the driveway
- 1637 River Birch Avenue regarding edge lawn and weeds in landscape beds

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- 2671 Running Springs Loop paint home and garage door
- 2673 Running Springs Loop pressure wash driveway
- 2750 Running Springs Loop trash can and recycle bin
- 2842 Strand Circle dead areas of lawn and weeds in lawn
- 2843 Strand Circle paint fence
- 2886 Strand Circle exterior pressure wash home
- 2802 Strand Loop Court weeds in lawn
- 1734 Tealbriar Avenue weeds in landscape beds
- 2732 Willow Creek Drive pressure wash driveway

Motion was made by Ed Sills and seconded by Dave Matarese to send Right of Entry letter to the following homes. Motion carried unanimously.

- 1542 Bullbush Way trim palm trees
- 1633 River Birch Avenue clean or paint mailbox

Management will identify and send Right of Entry letters to homes along Lockwood Blvd. with hedges growing over the Association's brick wall.

There were commercial vehicles reported on Running Springs Loop and Strand Circle. Management will keep a look out for commercial vehicles during the next community inspection.

There are large pieces of what appears to be carpet in the yard at 1641 River Birch. Management will send a letter.

### **OLD BUSINESS**

**Center Median Irrigation Discussion:** A recent meeting with City of Oviedo Officials did not result in any firm plans going forward regarding irrigating the center median along Lockwood Blvd. in Oviedo. However Mayor Persampiere mentioned a pending rate study planned for some time in 2016/2017 that may offer more favorable rates for reclaimed water usage.

### **NEW BUSINESS**

**2016 Reserve Study:** The Board briefly reviewed the Reserve Study.

**National Night Out:** Will be held on Tuesday, August 2. Motion was made by Ed Sills and seconded by David Matarese to appoint Beth Logullo as the Chair for this event. Motion carried unanimously.

**Plot Across from Old Lockwood by SCC:** The Association does not own this plot of land.

**Landscaping:** It was reported that the landscaping in the median along Lockwood needs some attention. The Jasmine is full of weeds and the Hawthorne is dead/dying. Management will relay this information to Grasshoppers.

**Parks:** Management will inspect both parks for damaged items and objects that need replacement.

**Yard Sale:** The next community yard sale will be held on Saturday, October 1, 2016 from 8 am to 2 pm. The spring yard sale will be held on Saturday, March 4, 2017 from 8 am to 2 pm. Signs will be placed at the entrances one month prior to the sale.

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**Community on Patrol:** Joan Scaper is involved with this program and will invite Officer Crutcher of the Oviedo Police Department to a future meeting to discuss Neighborhood Watch.

**Monument Lighting:** All monument lighting will be inspected for necessary repairs.

**NEXT MEETING**

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

**ADJOURNMENT**

There being no further business to come before the Board, motion was made by Ed Sills and seconded by David Matarese to adjourn the meeting at 8:10 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.

