

FINAL

**Little Creek Homeowners Association, Inc.
BOARD OF DIRECTOR'S MEETING
July 26, 2016**

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

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

Board Members Absent: Beth Logullo and June Richcreek

Pinnacle Staff in Attendance: Anne M. Smith, LCAM

Meeting was called to order at 7:07 PM. Quorum of the Board was verified. Meeting was properly noticed.

GUEST SPEAKERS

Officer Charles Crutcher, Oviedo Police Department, discussed the Neighborhood Watch program. National Night Out, scheduled for October 4 from 6 PM to 9 PM, was also discussed. Joan Scrapper and Beth Logullo will co-chair the event.

Gary Stephens with Vital Signs attended to discuss the completion of the entrance sign refurbishment project. The Board approved final payment.

Ryan Windham, co-owner of Grasshoppers, presented several quotes for landscaping enhancements throughout the community. No final decision was made. Ed Sills volunteered to be the direct Board contact at Ryan's request. Ryan and Ed will meet onsite on Tuesday, August 2 at 7:30 AM to discuss further.

MINUTES

Motion was made by Ed Sills and seconded by Joan Scrapper to approve the May 24, 2016 Board Meeting minutes as amended. Motion carried unanimously.

FINANCIALS

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

COLLECTIONS

The Status Reports as prepared by Patrick Willis' Office and Alliance were reviewed.

The Board completed the Standard & Operating Procedures form for Alliance.

GROUNDS & MAINTENANCE

The following grounds & maintenance items were identified and addressed:

- New monument signs completed.
- Minor irrigation repairs completed.
- Maidencane Park inspected:
 - Steel trash can lid replaced.
 - Two plastic “rocks” replaced on rock wall.
 - Three sections of plastic curbing replaced around the playground.
 - Mulch under swings raked to fill in holes.
 - Mulch raked over exposed fabric weed blocker.
- Strand Park inspected:
 - Chain link fence rail replaced, and fencing re-stretched and secured to new rail.
 - Basketball net replaced.
 - “Park Closes at Dusk” sign cleaned.
 - Discarded tire removed from park area.
 - Pad lock cut off of one of the swings.
- Monthly landscaping maintenance completed.
- Monthly irrigation inspections completed.
- Monthly aquatic maintenance completed.

ADMINISTRATIVE

The following administrative items were identified and addressed:

- D&O insurance policy renewed on July 1, 2016.
- Property, General Liability, and Crime insurance policies renewed for August 24, 2016.

PROPOSALS

The following items are presented herein for review:

- **Tree trimming along Lockwood Blvd. and behind monuments**
 - Motion was made by Ed Sills and seconded by Joan Scaper to approve Larsen Landscape and Tree Service’s proposals totaling \$6,500.00. Motion carried unanimously.
- **Brush clearing between 1732 and 2741 Running Springs Loop**
 - The Board held this project.
- **Median landscaping options**
 - The Board held this project.
- **Common area plant fill-ins**
 - The Board held this project.
- **Entrance monument landscaping replacements**
 - The Board held this project.
- **Jasmine replacement**
 - The Board approved Grasshoppers quote 4034 at no charge.
- **Pine Bark mulch installation**
 - The Board held this project.

FINAL

- **Monument lighting**
 - Motion was made by David Matarese and seconded by Ed Sills to approve LightWorx estimate #65 in the amount of \$6,060.00. Motion carried unanimously.
- **Basketball court lighting at Strand Park**
 - Motion was made by David Matarese and seconded by Ed Sills to approve Safety Electrical Services' quote in the amount of \$370.13. The timer should be set for 9 PM to 2 AM. Motion carried unanimously.
- **Fishing dock repairs**
 - Motion was made by Ed Sills and seconded by David Matarese to approve Wise Marine Construction's estimate #1135 in the amount of \$4,200.00. Motion carried unanimously.
 - The Board would like a "Beware of Gators" sign installed at the dock.
 - Management will ask the pond vendor to inspect and remove the vegetation growing on either side of the dock.

NON-COMPLIANCE

July Report and Final Notice Expirations were reviewed. The Board voted to send 21-day demands to the following eleven (11) homes:

1. 2644 Fallbrook Drive – dead areas in lawn
2. 2649 Fallbrook Drive – dead areas in lawn
3. 1649 Hawapple Place – dead areas in lawn
4. 1633 River Birch Avenue – weeds in lawn
5. 1637 River Birch Avenue – dead areas in lawn
6. 1641 River Birch Avenue – weeds in landscape beds
7. 2684 Running Springs Loop – repair driveway
8. 2794 Running Springs Loop – dead areas in lawn
9. 2686 Sugar Pine Run – weeds in lawn
10. 1716 Tealbriar Avenue – repair fence
11. 1716 Tealbriar Avenue – pressure wash fence

The Board inquired about their ability to create a Board Resolution allowing for Right of Entry, wherein the Board has the authority to cure a violation and bill any cost incurred by the Association back to the owner's account, after sufficient notice to the owner. Management will contact the Attorney regarding this matter.

It was reported the home at 2895 Strand Circle killed their lawn and has not replaced it. Management will inspect and send appropriate correspondence.

In an effort to expedite the violation process, the Board briefly discussed doing away with the Second Notice, going from a Courtesy Notice to a Final Notice after 30 days if a violation still exists. The Board Members in attendance would like the entire Board to vote on this new process before it is implemented. No final decision was made at the meeting.

OLD BUSINESS

Center Median Irrigation Discussion: Anne Smith contacted Mayor Persampiere regarding the proposed water rate study. Per Bobby Wyatt, Public Works Director with the City of Oviedo, *there is no current timetable for a rate study.*

NEW BUSINESS

Community Yard Sale – Fall 2016: Motion was made by David Matarese and seconded by Joan Scrapper to approve the following details with regard to their community yard sale on Saturday, October 1, 2016 from 8 AM to 2 PM. Motion carried unanimously.

- Signs will be placed on the clips at each subdivision exit 4 weeks prior to the sale;
- Banners will be installed on Sunday, September 25, 2016 and will be removed Sunday, October 2, 2016;
- An ad will placed on Craigslist and will also be added to Little Creek’s website;
- Goodwill pick up for unsold items is confirmed at Hagerty High School.

Soliciting – Jasper Roofing: Soliciting within Little Creek is prohibited and signs are conspicuously posted. Management will send a Cease and Desist letter on behalf of the Association.

NEXT MEETING

The next meeting will be held on Tuesday, September 27, 2016 at 7:00 PM at the Seminole County Sheriff’s Office, East Region Service Center, 1225 East Broadway Street, Oviedo, FL 32765.

This will also be the Budget Meeting. The Board would like to increase the line item for “Events” to \$1,000.00.

ADIJOURNMENT

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.