

Little Creek Homeowners Association, Inc.

BOARD OF DIRECTOR'S MEETING

September 26, 2017

7:00 pm

Seminole County Sheriff's Office

East Region Service Center

1225 East Broadway Street

Oviedo, FL 32765

MINUTES

Board Members in Attendance: Beth Logullo, Joan Scrapper, Ed Sills and June Richcreek

Board Members Not n Attendance: David Matarese

Management Staff in Attendance: CJ Fouts, Director, LCAM and Patti Maffettone, LCAM

CALL TO ORDER

Meeting was called to order at 7:00 pm. A quorum of the Board was verified and the Meeting was properly noticed.

MINUTES

A Motion was made by Ed Sills and seconded by Joan Scrapper to approve the May 30, 2017 Board Meeting Minutes as written. The motion carried unanimously.

FINANCIALS

Management provide a summary of the financials from July and August as submitted. A motion was made by Joan Scrapper and seconded by Ed Sills to approve financials as presented. A motion carried unanimously.

Iberiabank - Assoc. Signer Bank Agreement - The Board reviewed Iberia Banks updated signers agreement application which the bank was requesting to have the current Board of Director's signatures for record for the Associations Money Market/Reserve accounts. Board of Directors, Edward Wayne Sills and Joan Petushin Scrapper both signed and June Richcreek and Beth Logullo both signed at witnesses the banks updated agreement and Management will submitted it back to Iberia Bank accordingly.

Arrington & Co. PA - 2017 Engagement Agreement - The Board reviewed and signed Arrington& Co. PA engagement agreement to approve to have the CPA provide the Association Tax audit for the 2017 year end

COLLECTIONS

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

MANAGER'S REPORT

Management provided a summary review of the report.

Action Items:

- Schedule Landscaper is to mow retention pond area behind 2690 Running Springs Loop. It has not been mowed regularly due to the area being too wet/muddy for the ride mower to get back in the area.
- Have Landscaper/City of Oviedo assess what the constant draining of water along the streets at corner of Cord Grass and Sugar Pine.
- Have Oviedo Police schedule a Community random neighborhood patrol to check if there is an abundance of vehicles parking in the streets during the day and overnight that may cause an issue for emergency vehicles to enter.

- Community Yard Sale will be changed to November 4th. The Community entrance Yard Sale Signs are to be placed out approx. 2-3 weeks before yard sale and the Yard Sale Banners are to be installed approx. 1 week prior.
- Have Alliance change their Collection Reports to only list the owners account numbers on their reports and not to include owner's addresses.
- Board requested a proposed WOH Management Contract Agreement to review and consideration prior to December of which the renewal of their Pinnacle Management agreement will end as well as a copy of the current Pinnacle Property Management agreement to review.

Proposals Review

Ratification: Grasshopper's quote 4711 for Hurricane/Misc. Debris Clean-up - A motion was made by Ed Sills and seconded by Joan Scrapper to ratify unanimously and approve Grasshoppers quote 4711 for hurricane debris cleanup at \$750. The motion carried unanimously.

Review of Grasshopper's quote 4742 to trim back the Assoc. large Pine trees behind 2948 Broadleaf:

A motion was made by Ed Sills and seconded by Joan Scrapper to approve Grasshoppers quote 4742 to trim the large Pine Tree behind 2948 Broadleaf to cut back/trim all hanging dead branches and vertical cut all the large branches encroaching over the home at \$320. The motion carried unanimously.

Review of Grasshopper's Recommendation of the Tree Concerns in Conservation behind owner 1595

Maidencane Loop - The Board discussed the trees located behind 1595 Maidencane Loop property/home and patio screen enclosure. The trees are healthy and may not be removed or cut down according to the City/County/SJRWMD standard of the Conservation/Wetlands guidelines. However, the trees large limbs may be cut back/away if they are considered to be a hazard, danger or encroaching.

The Board requested that Grasshopper's submit a quote to only cut back and trim the large branches of the 3-4 trees in the Conservation/Wetland area that are encroaching over to 1595 Maidencane Loop's back property home and screened patio.

OLD BUSINESS

Fishing Dock Cleaning: the pressure cleaning of the fishing dock has been changed as the Board had requested at the last Board Meeting from monthly to quarterly scheduled cleanings. October will be the next cleaning of the fishing dock.

City of Oviedo - Event - National Night Out (NNO): The Board discussed that they will not be participating in the National Night Out event this year that is scheduled on October 3, 2017.

NEW BUSINESS

New Bank Application for BOD Signature Cards - CJ Foust of Management explained that Pinnacle and World of Homes (WHO) has been changing out all the Association's Operating Bank accounts to go with American Momentum Bank which has better options and benefits for the checking/operating accounts. CJ explained that American Momentum bank requires the Boards to sign new bank signature cards and application would need to be signed by the Board President and the Treasurer as well as the Management Co in order to change/transfer over the Association's Operating bank account funds to American Momentum Bank.

The Board expressed that they did not want to change their Operating bank account with Union Bank American Momentum Bank. They requested time to review the American Momentum Bank Application and tabled this discussion until the next Board Meeting for a decision to be made at that time.

Review/Approval of the 2018 Proposed Budget - Management reviewed the proposed budget and went through each account item of the funds that were allocated to each account on draft of the proposed 2018 budget with the Board. CJ Foust explained the 2018 proposed budget would not have an increase.

The annual amount of the budget for 2018 would stay the same at \$169,624 and the semi-annual assessment payment per owner stay at \$188 same as the 2017 budget. The Board agreed but requested to move and change some of the fund amounts allocated to account items.

Increase electric funds to 5% more, increase tree trim to \$500 more, change the Management fee service to only 4% increase not the proposed 5% and increase the contingent account funds to \$1000 more to be taken from what was allocated to misc. account which is not needed.

A motion was made by Ed Sills and seconded by Joan Scrapper to approve the 2018 budget with the changes to the account items as discussed with the annual budget to stay at \$169,624 as well as the \$188 semi-annual assessment payment for all owner's to stay as the same. The motion carried unanimously. Management will have the changes made accordingly and send the revised 2018 budget to the Board as confirmed as final.

Concerns of Overnight Street Parking - The Board stated if any owner had concerns of vehicles parking on the streets as well overnight parked vehicles, they should be directed to contact the Oviedo Police or call 911 to report it at the time of the occurrence and the Police would address the matter. Management will contact City of Oviedo to have them schedule a random courtesy patrol to assess if there is an immediate concern of street parking in the Community neighborhoods.

NON-COMPLIANCE

The August Non-Compliance Report was provide and reviewed by the Board. A motion was made by Ed Sills and seconded by Joan Scrapper to proceed with sending a 21-day final covenant demand notice to the following owners: 1637 River Birch, 1763 Prairie View, 1713 Tealbriar and 2734 Willowcreek and to also send an additional letter to 2868 Strand Circle to complete the exterior painting of the sides and back of the home with the same paint color as submitted as was approved.

There wasn't a Non-Compliance Inspection conduct for the month of September due to the hurricane and to allow for hurricane cleanup.

OPEN FORUM

The owner of 2948 discussed his concerns of the large Pine tree located behind his home that was leaning over to his property. The owner requested to have the tree removed. The Board had explained that they cannot remove the tree entirely, but had approved have Grasshopper cut back and trim the tree limbs/branches away from encroaching on his property, which should resolve the matter.

NEXT MEETING

The next meetings will be held on Tuesday, October 24, 2017 and November 28, 2017 at 7:00 pm at the Seminole County Sheriff's Office, East Region Service Center 1225 E. Broadway Street, Oviedo, FL 32765. The Board requested monthly meetings for the next few months due to new Management company change of ownership and Manger until further notice and then will to go back to bi-monthly meetings. There will not be a Board Meeting in December 2017.

ADJOURNMENT

There being no further business to discuss, a motion was made by Ed Sills and seconded by Joan Scrapper to adjourn the meeting at 8:30 pm. The motion carried unanimously.

Respectfully submitted by:

Patti Maffettone, LCAM

Pinnacle Property Management, LLC

On behalf of the Secretary of the Board of Little Creek Homeowner's Association, Inc.