

Creekwood Townhome Association, Inc.

DATE: Thursday, December 3, 2020
TIME: 6:00 PM
PLACE: Zoom

APPROVED MINUTES

Call the Meeting to Order: The meeting was called to order at 6:02pm.

Determination of Board Quorum: A quorum was established with all five board members present; Shannon Nemecek, Matt Soehren, Fred Schmidt, Nick Paragioudakis and Gina Valdez.

Proof of Notice: Notice was provided in accordance with FL ST 720 and the association's documents. Shannon recorded the meeting (audio only).

Approval of Previous Minutes November 12, 2020 **MOTION** made by Shannon, seconded by Gina to approve the meeting minutes, with the noted change: "Shannon also requested bids from new lawn companies". **MOTION** passed unanimously.

President Report

- Holiday decorations were purchased.

Treasurer Report

- No Report

Manager's Report

- Thursday at 5pm weekly ZOOM planning sessions
- Walking Gate Passcode 5602
- Frontier Equipment caps – Board directive
- West Bay Monthly Reports (Attached)
- Pressure Washing sidewalks and buildings (Daystar, Odeh)

Unfinished Business

- West Bay Landscaping Monthly Service
 - Shannon is requesting a schedule with the buildings being stated.
 - Fred is requesting more detail to be included in the monthly report.
 - Matt suggested that Chris of WB would join the Board meeting for a brief summary, possibly on a quarterly basis.
 - Fred noted observed improvement.
 - Nick agrees with Shannon and Matt.
 - Residents should utilize the work order system.
 - Gina suggested giving WB 6 months to 1 year to continue to improve.
- Gutter / Downspout Cleaning – Need to obtain quotes
 - Fred commented that this may be an issue for MI Homes (5286).
 - Nicole will confirm the addresses that Rob Odeh has cleared gutters / downspouts to the Board.
 - A maintenance schedule was discussed. The Board will provide Sunstate an RFP.
- Buffer Zone Landscaping Quotes
 - **MOTION** made by Shannon, seconded by Matt to approve West Bay quote to remove pepper trees (invasive) as proposed. **MOTION** passed unanimously.

New Business

- 2021 Budget: **MOTION** made by Matt, seconded by Shannon to approve the 2021 budget as presented. The 2021 dues will remain the same.
- Pond Management Proposals: **MOTION** made by Shannon, seconded by Gina to approve the Solitude quote for 3 ponds as proposed. **MOTION** passed unanimously.
- Compliance Committee Appointments: The Board is seeking volunteers.
- Parking – Hardship Requests: **MOTION** made by Fred, seconded by Gina to approve the hardship parking request for a resident until December 15th. **MOTION** passed 4 in favor, 1 opposed. **MOTION** made by Shannon, seconded by Matt to approve the hardship parking request for a guest until December 12th. **MOTION** passed unanimously.

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- Mulch: Pine bark vs. coco brown shredded mulch was discussed. **MOTION** made by Shannon, seconded by Gina to approve West Bay removing the old pine bark mulch and install new coco brown shredded mulch as proposed. MOTION passed unanimously.
- Bids from New Landscaping Companies – RFP: TABLED.
- Pool Heater / Chiller: The Board would like to know the average annual maintenance cost for this item.

Owner Comments (limited to 3 minutes each) None.

Next Regular Board Meeting: January 14th, 2021 at 6pm in person at the pool area. Masks to be required. There will be a ZOOM or conference call option.

Adjournment: With no further business to discussed, the meeting adjourned at 7:37pm.

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