

# Creekwood Townhome Association, Inc.

**DATE:** Thursday, October 15, 2020  
**TIME:** 6:00 PM  
**PLACE:** ZOOM

## **MINUTES**

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

**Determination of Board Quorum:** All five board members were present; President Shannon Nemecek, Vice President; Fred Schmidt, Treasurer Matthew Soehren, Secretary Gina Valdez, and Director Nick Paragioudakis.

**Proof of Notice:** Provided in accordance with FL ST 720 and the association's documents.

**Approval of Previous Minutes** September 10, 2020 **MOTION** made by Shannon, seconded by Gina to approve as presented. MOTION passed unanimously.

### **President Report**

- Shannon noted that the violation reporting form needs to be posted and available on the website.

### **Treasurer Report**

- Matt reported from the September 30, 2020 financial statements. The Board received a copy.
- Update on from Juniper Landscape- final payment due. The Board and vendor are confirming the final amount. Matt confirmed it is approximately \$3,304.88.
- The 2021 budget meeting will be held in November. Sunstate will send Matt the draft template.

### **Unfinished Business**

- Pool Paver Repair – Completed.
- Frontier Equipment caps – Scheduled service- follow up
- Pools by Lowell pump installation – Completed.
- Set up day/time for regular meetings of the BOD to discuss ongoing issues (Planning Sessions)
- Rob Odeh will install a gate access keypad. No trip charge will be incurred.
- The board agreed to schedule a regular planning session ZOOM workshop to discuss association items in preparation for Board meetings and decisions.
  - The Board agree to meet as needed, Thursdays at 5pm via ZOOM.

### **New Business**

- Review West Bay Service Report
  - The incorrect report was included. Nicole will follow up with Chris.
  - There are still outstanding concerns; schedule by building needed, irrigation repairs needed, etc.
  - The fertilization schedule will be confirmed.
- Review Hardship request for Aubrey Grimaldos –Nissan Altima Dark Grey / License plate: NJAH32
  - **MOTION** made by Fred, seconded by Shannon to deny the request. MOTION passed unanimously.
- Halloween dog parade – Saturday, October 31<sup>st</sup> at 5pm
- Discuss purchasing Halloween supplies – The Board agreed to purchase supplies with a not to exceed \$200.
- Review Ever Blue Pool Service Proposal **MOTION** made by seconded by to approve the Ever-Blue Proposal in the amount of \$475 per month for three day per week service. Sunstate will provide cancellation notice to LaPensee. MOTION passed unanimously.
- Gutter / Downspout Cleaning – Review Quotes from Odeh Handyman & A to Z Handyman – PENDING

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- Palm Tree Trimming – Review Quotes from West Bay and Clean-Cut **MOTION** made by Fred, seconded by Gina to approve Clean Cut's proposal. MOTION passed unanimously.
- Gina commented on the budget and fees. Matt explained that 50% of the monthly fee is for deferred maintenance. The Board continues to do their due diligence on vendor and maintenance contracts.
- Trash should be placed in barrels and not left in bags on the curbside.
- Nick suggested obtaining power washing quotes for the buildings and sidewalks.

## **Owner Comments (limited to 3 minutes each)**

- An owner commented that when West Bay mows around the pond, she notices grass in the pond.
- An owner asked if the Board has obtained mulch quotes.
- Gate remotes were discussed.

**Next Regular Board Meeting** Thursday, November 12, 2020 at 6pm via ZOOM.

**Adjournment:** With no further business to discuss, the meeting adjourned at 7:07pm.

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