

Creekwood Townhome Association, Inc.

DATE: Wednesday, June 16, 2021
TIME: 6:15 PM
PLACE: Zoom and in person at the CW Pool Area

APPROVED MINUTES

Call the Meeting to Order: The meeting was called to order at 6:21pm

Determination of Board Quorum: A quorum was established with all five board members present in person or via zoom; Nick Paragioudakis, Fred Schmidt, Matt Soehren, Gina Valdez, and Kim St. Pierre.

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

Approval of Previous Minutes April 21, 2021, BOD Minutes MOTION made by Matt, seconded by Nick to approve the meeting minutes as presented. MOTION passed unanimously.

President Report: See unfinished and new business.

Treasurer Report Matt reported from the May 31, 2021, Financial Statements

Manager's Report

- Weekly site visits
- Provided weekly directive to handyman on site and cleaning staff.
- Followed up on delinquent accounts (see current AR as of 6/14/21)
- Liaison between homeowner requesting exterior changes and the ARC.
- Updated the website, sent community updates via Constant Contact, assisted residents via emails, phone calls and onsite visits.
- Updates
 - Landscaping; vendor acquisition West Bay to Brightview. No staffing changes. Chris to remain point of contact (effective 6/15/21)
 - Pool Loungers picked up today 6/16/21. Loaners are in place, new loungers expected to arrive mid-August.
 - The preserve area has been trimmed and set up on quarterly maintenance. The cost is \$750 per quarter.
 - Three new fans and one pool clock has been installed.
 - No parking signs installed.
 - Pool landscaping installed.
 - Landscaping lights adjusted at entrance.
 - Photocell replaced at pool area has been replaced.

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- Trash can and toilet paper receptacle replaced in bathroom.
- **Plumber cleared the line in the woman's restroom.**
- Pool heater/chiller installed and set to 86.
- Pool furniture and deck has been cleaned (6/3/21)
- Power washing to resume June 24 (schedule was sent via email blast)
- Monthly Compliance pending for June.
- For Board Review
 - West Bay landscape proposals sent to Board 6/15/21.
 - The irrigation schedule from West Bay.

Unfinished Business

- Pool Furniture: Gina asked for more temporary chairs.
- Pavers: Nick would like Rob to come back to clean the missed pavers outside of the pool area.
- Pavers: Asked for bids on sealing the pavers at the pool area
- No Parking Signs: Gina asked for another No Parking sign near the front entrance.
- Back Preserves: Gina reported they did not do a good job, left garbage, and did not remove debris. Rob will walk the area and remove trash.
- West Bay:
 - Gina would like West Bay to present a drawing design with pictures along with their quotes. For front of amenities and front entrance to confirm what will be planted.
 - **Need sod at right & front of Fred & Kim's unit** and left side of pool area. Gina wants to do walk through with Chris.
 - Remove diseased trees along road by pool area. This to be reviewed by Chris.
- Palms: Rob did cut & remove dead branches from palm trees that are out front of pool area. The palms around the pool area are foxtail palms and they are self-pruning.
- Wasps: Rob to remove 3 nests at covered pool area.
- Cleaning: Gina asked when Lesly last cleaned the restrooms. She is not pleased with the job she is doing. Lesly cleans weekly on Tuesdays and Fridays.

New Business

- Compliance Reporting Process: Sunstate completes a monthly compliance check.
- West Bay Plantings: MOTION made by Nick, seconded by Fred to approve West Bay to replace or add plants in landscaping bed at 5256 78th in the amount of \$210 and 5196 78th in the amount of \$195. MOTION passed unanimously.

Owner Comments (limited to 3 minutes each)

- Vicky asked for a new trash can for dog poop for the front just like the one that is at the back.
- Vicky said the preserve area needs WB to go after invasive plants at back area and clean up afterwards.
- Pam wants increased irrigation (3 days a week)

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- Joe said there is a huge issue with the AC area not closing and rats getting in. MI Homes should have screened with steel mesh the tubing running from AC unit into home.
- Sunstate will order 50 more FOBS. They will need to be activated.

Next Scheduled Meeting: Tuesday, August 17th at 6:15pm at the pool area.

Adjournment: With no further business to discuss, the meeting adjourned at 7:18pm.

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