

# CREEKSIDE PRESERVE HOMEOWNERS ASSOCIATION, INC.

*A Corporation Not-for-Profit*

## MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING

June 30<sup>th</sup>, 2021

The meeting was called to order by the President, Mr. Bernard at 7:02 p.m. A quorum was established with the following Board members present:

Chris Bernard    Bruce Trautweiler    Ken Williams    Chris Hannan    Ken Knight

Notice of the meeting was posted on the property prior to the meeting in accordance with the requirements of the Association Documents and Florida Statutes.

Gary Hamill (Property Manager) and Paul Colella (Project Manager) represented Lighthouse Property Management.

### **UNDER THE HEADING APPROVAL OF MINUTES:**

May minutes tabled until next meeting.

### **UNDER THE HEADING OF NEW BUSINESS:**

#### I. Project Management Update

- a. Observations, project review and formulated project steps
  - Step 1 - Meet with Board, discuss and observe.
  - Step 2 - Review financials.
  - Step 3 - Proposals from Engineering firms.
- b. Timeline
  - 02.2021 - Review financials.
  - 04.2021 - Onsite review with contractor and engineering.
  - 07.2021 - Review information, engage engineer.
  - 08.2021 - Review bid packet.
  - 09.2021 - Send invites to pre-bid meeting (onsite).
  - 10.2021 - Review bids, create spreadsheet with received bids.
  - 11.2021 - Schedule member meeting for cross utilization.
  - 12.2021 - Award contractor.
  - 01.2022 - Schedule paving.
- c. Financials
  1. Recommend at a member meeting to approve cross utilization.
  2. Currently from reserves \$292,903.64.
  3. 224 units with a SA of \$250 each would result in an additional \$56,000.
  4. Final billing would not take place until 2022.
- d. Asphalt Costs
  1. Increases are expected in January and April of 2022.
  2. Life expectancy of the road is approximately 15 years.

#### II. Schedule of Special Assessment / Member Meeting

- a. Vote for SA & Cross Utilization
  1. Approval of 2/3 of the votes cast in person or by proxy at a meeting duly called for this purpose at which a quorum is present, it is my opinion that the Association may levy a Special Assessment for the reconstruction, repair or replacement of a capital improvement upon the Common Area, including an asphalt lift on the roads.

2. Votes would require 2/3 (148 of 224 members).
3. Cross Utilization would need majority vote.
4. Recommended to take place at Member Meeting scheduled for November.

**UNDER THE HEADING OF HOMEOWNER QUESTIONS:**

The Board took questions from 33 members present online.

**ADJOURNMENT:** Next meeting TBD. With no further business before the board, upon motion made and seconded, the meeting was adjourned at 8:40 p.m.

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Gary Hamill, CAM,  
Association Manager for Creekside Preserve