

## **Cross Creek Board of Directors Meeting Wednesday, September 29, 2021 zoom 5:00 PM**

**Call to order:** The meeting was called to order at 5:03 PM by property manager Kim Hayes from Management & Associates.

**Calling of the role:** All board members were present and a quorum was established. Kim Hayes from Management & Associates was also present and acted as recording secretary. There were several members in the zoom meeting.

**Reading and disposal of unapproved minutes August 25, 2021 Board meeting:** A motion was made by Ed Potter and seconded by Sally Giar to waive the reading of the minutes from the previous meeting and approve as presented, motion carried unanimously.

**President's report:** President Sally Giar provided an update of the sidewalk maintenance project currently being done by Majestic throughout the community. Several areas have been ground down and slabs replaced due to tree root lifting in areas of concern.

Palm tree trimming requiring a lift will take place weather permitting sometime in October by Millennium Landscaping who will provide the service.

Due to a heavy rainy season, there are many sidewalks and driveways that need to be pressure cleaned. A communiqué will go out to the members providing names and phone numbers of vendors who will provide pressure cleaning.

The irrigation pumps have been temporarily shut down in order to allow the community to dry out after copious rain this summer. This is a reminder to turn off sprinklers when we have excessive rain. Please consider having a rain sensor installed to help alleviate this problem in the future. The minimal cost of doing so at about \$100 would go a long way in extending the life of our irrigation pumps.

Erosion at south pond - Bob Hugenschmidt (the engineer who was involved in our pond remediation several years ago) will prepare an erosion report for Swiftmud as required this year.

President Giar discussed the recent meeting with engineer Bob Hugenschmidt who reviewed the pond erosion. He will provide a report to Swiftmud. Tom Ruddy also met with Bob Hugenschmidt and walked the North Pond which noticed a wet area of possible concern either stemming from pool water, excess rain, or possible irrigation leak. The North Pond control box is extremely overgrown and needs to be cleared of debris. Tom will provide manager with photos to follow up with Millennium to clear out accordingly. Tom Ruddy discussed the south pond as the red rock appears to be in good condition, the pond edge riprap was inspected by Bob Heugenschmidt and determined there is no immediate work that needs to be done this year. Mr. Hugenschmidt did suggest installing Gio Web and Florida friendly aquatic plants, a report will discuss details.

President Giar stated two fellow board members attended the ELW board meeting giving the floor to Mark Hamilton who stated there will possibly be a 10% increase in ELW. Bobbie Spotora stated there was a great deal discussed pertaining to the budget, major topic access control, and the sunflower gate recently damaged three times; the board is considering installing cameras at Sunflower. Bobbie Spotora stated the ELW property manager, Debbie Hudrlik, will be retiring and a new manager is in training. ELW stated the crêpe myrtle tree will be the signature tree for the Eastlake Woodlands community.

**Treasurer's report:** Ed Potter reported:

- The balance in the operating account as of July 2021 is \$73,099.84 which is approximately \$4138.48 more than was in last month's net balance of \$68,961.36.
- Operating income for August, at \$39,419.36 is close to the average amount received per month. Monthly expenses for August are \$36,671.28, slightly higher than the average for monthly expenses.
- The reserve balance as of the end of April is \$318,428.71. The growth in the reserve balance is the result of the \$14,265 monthly transfer to the Reserves plus miscellaneous interest of about \$138.19. There were \$9255.48 in reserve expenses for the month of August.

- The budgeting discrepancy with the grounds maintenance account is going to result in a cumulative end of year variance of \$1746.34. This is due to landscaping work done by another landscaper at the pool.
- As reported last month, there were two changes to the Operating Projects Reporting. I added the landscape lighting as a separate project line, and I combined sidewalk cleaning and sidewalk repairs into one project line.
- The invoice for \$4,410 from O'Neil's Tree Service for removing and replacing 3 trees was posted to the reserve account this month. We currently have a \$10,772 positive variance for the projects completed this year. The reserve account has \$6,150 scheduled for tree trimming and maintenance for next year and this expense can be applied to that reserve account, if necessary.

**ARB report:** Rosetta Bowsky discussed there were two ARB architectural applications that were submitted in September; 4800 Pebble Brook, and 4819 Pebble Brook. ARB applications were not submitted for work done at 1389 River Oaks, and 4777 Pebble Brook. However, both appeared to comply with ARB guidelines.

**Managers' report:** Kim Hayes reported the decorative posts for the tow signs are currently in production. Majestic sidewalk grinding project currently underway. Majestic also provided a projected plan for the following year which was provided to the board for review. The association website domain name was up for renewal, manager had the bookkeeper take care of payment processing and renewal. Manager submitted a rough draft proposed 2022 budget which was sent to the board for review and consideration. Manager provided the board with the M&A engagement letter for the 2021 taxes and annual reporting. Manager created a meeting with the board and Millennium Landscaping to discuss the contract renewal. There were approximately five violation letters that were sent out in accordance with community rules and regulations. Palm tree trimming scheduled weather permitted. Fence repair at large pond damage by Millennium now completed. Delinquent status report through September 29, 2021 which reflects maintenance fees owed totaling \$1621.57 including maintenance fee and interest. One account received a late letter. Working with the board attorney on the proposed A&R Declaration documents and mailing.

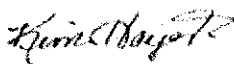
**Maintenance:** Tom Ruddy discussed various maintenance items addressed within the community; recent well pump shut down due to excess rain, grounds were extremely wet, hard for the landscapers to mow. Tom Ruddy discussed a mailbox located at 1543 Woodstream was recently replaced a mailbox at 1550 Woodstream was refastened. O'Neil's tree service took down a tree where there appeared to be a leak on Woodstream, recently addressed. Tom Ruddy stated the south pond needs to be looked at by Solitude or Millennium Landscaping. Tom will provide a photo for manager to follow up with work order.

**Old Business:** N/A

**New business:** Letter of engagement, 2022 tax preparation; A motion was made by President Sally Giar and second by Ed Potter to have Management and Associates prepare and file the association's 2022 taxes. President Giar to sign the letter of engagement, motion carried unanimously. Millennium Landscape contract is up for renewal. The board will review and discuss with the vendor prior to signing. Ed Potter and Mark Hamilton attended the ELW budget review meeting stating assessments from ELW possibly will be 10%, Spectrum should be approximately 5%, the premium cost for insurance between 5% and 10%, Daley Group painting contract increased 2%. These numbers will all be taken into consideration when discussing the proposed budget. Ed Potter mentioned some of the reserve's cost driving factors including mulch 13.5%, house painting 39.2%, roof cleaning 7.3%.

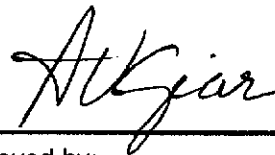
**Date, place and time of next meeting:** The next Board meeting will be to approve the proposed 2022 budget and is scheduled for Wednesday, October 20 at 5PM via zoom. The November Board meeting is scheduled for Wednesday November 17 at 5 PM zoom. December Annual Members meeting will take place on Wednesday, December 15 at 6:00 PM zoom.

**Adjournment:** There being no further business, a motion was made by Ed Potter and seconded by Kathleen Blackwell to adjourn the meeting at 5:59 PM. Motion carried unanimously.



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Submitted by:



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Approved by:

Kim Hayes, LCAM  
Management and Associates

Sally Giar, President  
Cross Creek Homeowners Association, Inc.