

Prairie Creek Park POA
Board of Directors Meeting
August 12, 2014
Approved Minutes

Call to Order: Wayne Onofri called the meeting to order at 6:32 PM at the Ridge Harbor Community Building.

Establish a Quorum: A quorum was established with the following present: Jeff Clark, Loren Cox, Clay Gates, Wayne Onofri, and Woody Turner. Karen Borrego and Chuck Hopper were absent.

Also in attendance were the following: Sherry Danko representing Star Hospitality Management and three PCPPOA members who signed the attendance sheet.

Proof of Notice: The meeting notice and agenda were posted in accordance with the Association Bylaws and Florida Statute 720.

Pledge of Allegiance: The pledge was recited, led by Wayne Onofri.

Approval of Minutes: Jeff Clark moved, and Loren Cox seconded to approve the July 8, 2014 minutes as distributed. The motion carried with 4 "yes" votes and 1 abstention (Loren Cox abstained as he did not attend the July 8th meeting.).

Treasurer's Report:

Financial Update: Jeff Clark reported on the following balances as of July 31, 2014: \$42,214.12 in operating, \$31,589.30 in the money market surplus account, and \$20,412.01 in the CD. Accounts receivable are \$21,847.44. 8 owners owe for 2014, 10 owners owe for a partial year, and 5 owners owe for more than one year. July disbursements totaled \$5,482.98 with payments to FP&L, Star, Liberty Land, Goldman, Tiseo & Sturges, Wotitzky Law Firm Lucas Law Firm, Aquatic Systems, and Reynolds Mowing.

Collections: It was agreed to send the 45-day notice of lien to the owners who had previously requested their assessment be waived. Their request had been denied in accordance with the Attorney's opinion.

2015 Proposed Budget: Wayne Onofri advised the Board developed the budget at the workshop. The proposed budget provided for annual fee of \$381. After some discussion, Loren Cox moved, and Clay Gates seconded to provide for up to 24 hours of manual labor per month in the 2015 budget. It would be on an as needed basis with no guarantee of hours. The motion carried. This addition would bring the annual fee to \$385. It would be necessary to develop a list of tasks. The Board agreed to adopt the budget at the September meeting.

2008-2009 Agreed Upon Procedures: Sherry Danko advised the CPA indicated there had been several delays due to missing bank statements but that he has all now. The CPA provided a spreadsheet of all checks written. The Board and members present reviewed the information. There appeared to be no inconsistencies other than to check the checks not endorsed were transfers between Park accounts. Sherry Danko would report back at the next meeting.

New Construction:

3661 Hidden Valley: Clay Gates reported that culvert pipe and elevation are appropriate now.

Drainage:

Washington Loop: Woody Turner stated he spoke to the County about working on the areas on Washington Loop that would benefit Prairie Park also. Wayne Onofri added it may be time to contact the County Commissioner. He also added hearing from the engineer would be necessary.

Scrub Jay: Clay Gates noted he thought it best to see how the spraying impacts the applicable areas before taking any action on the scrub jay survey. About 20% of the drainage project is affected.

Drainage Budget: The Board discussed how to spend the proposed \$30000 in the 2015 budget. It was agreed to address in or after September once the budget is adopted.

Grounds:

Woody Turner reported Liberty started mowing Friday and was rained out. They returned Tuesday and will finish Wednesday. The mulch is scheduled for August, weather permitting. There was some brief discussion on the oaks. The live oaks appear fine and the laurel oaks are yellowing. Woody Turner submitted a receipt for disposal of a downed tree on Water Oak.

Administration:

Annual Meeting: Sherry Danko advised there was going to be a Christian band concert at the same time as the meeting at the event center. It was agreed that Wayne Onofri and Sherry Danko would locate an alternative venue. The Board also discussed generating voter interest for the annual meeting.

Welcome Letter: The Board agreed a welcome letter to new owners would be beneficial. Sherry Danko would prepare a draft for review.

Non-agenda Items:

There was discussion on an amendment to the Bylaws to eliminate the need for an election if the number of candidates is the same or less than the number of vacancies. The Board asked Sherry Danko to prepare some draft language.

Loren Cox circulated a draft for the Board to use in their plea to establish reserves. He noted that the Board would need to make a concerted effort to encourage the membership to vote. It would be important to provide information on the impact to the annual assessment. The Board discussed the options for road maintenance. Information on costs would be gathered.

Sherry Danko recommended the Board vote to suspend the voting rights of those owners delinquent more than 90 days. They would do so at the September meeting.

An owner present asked if there was any reason not to start the part-time handyman now rather than wait until 2015. The Board discussed. Wayne Onofri moved, and Loren Cox seconded to provide for up to 24 hours per month for the remaining months. The motion carried. Duties would include handyman maintenance and vegetation control.

In response to a suggestion to include information on the 2015 budget regarding the allocation for drainage work, the Board instructed Sherry Danko to indicate on the proposed budget that the drainage allocation would be spent on the continuance of work on C-3, C-5, and C-6.

An owner recommended that the Board discuss the drainage at the annual meeting explaining the system and how it works, what C-3, C-4 and C-6 refer to, etc.

Woody Turner stated that 5700 Cypress Grove had some lingering landscape tie next to their driveway and near the road. Star would send a friendly reminder and ask they be moved.

Next Meeting: The next regular meeting would be September 9, 2014 at 6:30 PM.

Adjournment: With no further business to come before the Board, Clay Gates moved, and Woody Turner seconded to adjourn. The motion carried, and the meeting adjourned at 8:17 PM.

Sherry Danko

Sherry Danko for Karen Borrego, Secretary