

WHISPER CREEK HOME OWNER ASSOCIATION BOARD MEETING MINUTES

Date | time 3/7/2019 6:00 PM | *Meeting called to order* by Marc Smith

In Attendance

All members of the Whisper Creek Home Owners Association (HOA) Board of Directors (BOD) were in attendance. A small attendance of non-BOD homeowners, also attended. Jim Steele representing Etheridge Property Management attended as the new HOA Community Association Manager.

Review of Previous Minutes

The 16 January 2019 HOA turnover meeting minutes were previously reviewed by BOD. Motion made by Frank Papasavas to approved minutes and Paige Warren 2nd the motion. Minutes were unanimously approved with one correction, corrected landscaping company Green Day Landscaping to Green Works Landscaping. Corrected minutes were submitted to Jim Steele for posting to web page

Budget

Joey Milstead provided budget status, as of 28 February 2019, checking account balance is \$8,087.68. YTD revenue is \$25,160.00, and expenses of \$19,107.44. As of the date of the meeting, 38 residents had outstanding HOA fees, and 52 builder lots have not paid the 2019 assessment. \$11,195.62 is outstanding in assessments for 2019 and prior years. Three accounts have been turned over to the attorney for collection, and two homeowners are under a payment plan for annual assessments.

Property Management Updates

Jim Steele is working on a process for collection of fees and identification of builders' point of contact for payment of annual assessment. He will also research the process requiring builders to pay interest on late annual assessments, as well as homeowners. Covenants Conditions and Restrictions (CC&R) state 10% interest can be charged after 30 days of delinquency, but is not being collected.

Home Owner Discussions

- Marc Smith began the meeting with introductions of BOD, Architectural Review Committee (ARC) and Jim Steele from Etheridge Property Management. He also stated Jim is building a home in Whisper Creek, which is coincidental to his position at Etheridge.
- Marc reiterated the goals of our BOD is transparency and financial soundness for Whisper Creek HOA
- Marc stated during our last meeting he had requested Etheridge management team solicit lawn care companies for our subdivision to hopefully reduce the current cost of lawn maintenance.
- We received two bids for lawn care, Current cost from Green Works is \$11,136 per year with 28 cuts
 - 1) Emerald Coast LLC, 3 less cuts per year but the savings is \$6,876.00 per year;
 - 2) Lawn Plus LLC, same number of 28 cuts per year, but the savings was \$936.00 less than Green Works.
- It was also noted that Emerald Coast LLC, provides landscaping services for Hammersmith area and their entrance always looks good.

- Motion to change lawncare companies to Emerald Coast LLC was made by Frank Papasavas, Paige Warren 2nd the motion, board voted unanimously to approve change to Emerald Coast. Marc asked Jim Steele to notify both companies the next day, Friday 8 March 2019.
- Green Works will receive payment for services rendered 6 March 2019
- Kevin Maxwell, chairman of the ARC announced he had two additional members of the ARC, Nick Gomez and Vinnie Cao.
- ARC has received three new requests since establishment, two fence requests and one whole home generator.
- Kevin explained submission and approval process, he also stated his committee's plan is for a one week turn-around-time for most submissions, with the average now at 2 days
- Marc received requests to change CC&R regarding garbage can placement, currently the restrictions are "the cans/receptacle must be covered with an appropriate structure or otherwise concealed from view in an effective manner". Discussions regarding the request and the supplemental cost to the HOA to change or rewrite the CC&Rs, as well as some homeowners agreement with restrictions as stated. The BOD agreed to leave the garbage can placement as it is currently written in CC&Rs.
- CC&R changes also require a quorum, and cannot be voted during a regular BOD meeting.
- Marc also made the BOD aware he received requests and approves light pole additions and placements. He will consider safety and budget in future placement of street lights. The cost of street lights is one of the largest costs of the HOA, Marc asked board to approve a motion to revert back to non-LED street lights, LED light cost \$12 more per month per light to our budget, board approved this change.
- Austin Samburg asked if this bulb change would be going forward only, or were we going to ask them to change all street light to non-LED? Marc stated for now it's just new lights going up.
- Paige Warren also provided information on how to report a light outage, go to the gulf power web site or www.power.com, or homeowners can email or call her directly.
- BOD will review all CC&R violation letters before Etheridge sends them to home owners, and will only send violation letters for infractions the HOA is willing to enforce.
- Builder/Contractor issues on new build lots, Etheridge will send letters to builders requesting their subs clean-up sites and try to keep debris to a minimum.
- Frank will contact county regarding No Solicitation signs, but doesn't think this is within their purview
- Marc agreed with comments regarding volunteers for community clean-up initiatives in common areas, we will post more at a later date.
- Homeowners can reach the BOD at: whispercreekhoaboard@gmail.com. All BOD meeting notes can be found on www.epmfl.net/whispercreek.
- CC&R's require pets to be on leashes and under the control of their owners, although Whisper Creek is a non-leach law area, there have been numerous complaints regarding dogs running free and defecating in yards, he requested all home owners be respectful of each other and your neighbors, if a homeowner has an issue that they cannot resolve on their own, please contact him.
- Several comments were made regarding the Whisper Creek Facebook page, but since it is not associated with the HOA, it is a private and separate entity, the BOD cannot monitor or comment on it. Frank or Marc will ask the page administrator if they would like to tun it over to the HOA

Next Meeting

- The next meeting is tentatively planned for 6 June 2019 at the Pace Fire and Rescue District, 4773 Pace Patriot Blvd., Pace FL 32571 at 6:00 p.m.
- Motion to adjourn was made at 7:150 p.m. by Marc Smith and was seconded by Frank Papasavas