

**Bern Creek Improvement Association Inc.**  
**Minutes of Board of Directors Meeting**  
**11801 Creek Shed Rd. Home of Kaki Decker (address corrected by MPH)**  
**September 27, 2016**  
**6:30 pm**

Jim Festa called the meeting to order at 6:30 pm

A quorum of the board has been achieved with Mike Hutchinson, Kaki Decker, John Helmich, Jim Festa, and Rich Nastan via phone

**Minutes:** Mike made a motion to approve the minutes from the 8/23/16 as presented seconded by John all in favor.

**Presidents Report:** Jim thanked Mike, Eileen, Lance, for all the work done and cooperation with the Cowpen Project. Mike thanked Jim for his hard work as well. Jim mentioned that we asked about turning over Cowpen and or the Bern Creek roads over to the County.

Mike spoke with Charlie with Superior to get estimates on Cowpen and Bern Creek roads.

Jim reported that having the engineer, Richard Claybrook at the meeting with the County was very helpful.

**Treasurer Report:** Mike gave the treasurer report as of August 31, 2016: Operating Acct \$14152.59., Reserve Acct \$24,125.78, Delinquent Assessment: \$4301.48. Mike reported that since 8/31 we collected the past due from Sharp for \$2369.08 and the \$855.00 from Baylis leaving a balance of approximately \$1100.00.

Mike presented the projection for expenses through the end of the year and with an expected approximate \$4,000 left in the account we will not have the funds to start any repairs to Cowpen this year. Last time Cowpen was repaved it cost approximately \$40,000. An engineer study will need to be completed to identify the repairs and determine what is needed before any repairs begin.

Mike made a motion to approve all checks presented Ann seconded, all in favor. Motion carried. Culverts within the community will be addressed as well by the engineer.

**Committee Reports:**

**Landscape:** Jeremy with Wilhelm, reported that it is too wet to cut right now and trim the trees on Celestine. Mike asked to communicate to Jeremy not to cut the new plants Eileen planted by the front sign. Discussion on whether to cancel the contract with Wilhelm and hold the tree trimming until next year. Jim suggested taking out the engineer cost out of the Road Reserve to alleviate a cash flow issue.

**Slough Rim:** Several of the owners reacted to the last letter that went out. Some have performed the work already and others have contracts pending. The two major offenders on Pine Prairie and Slough Rim have not responded and have not done the work. Alex will follow up with Krelich regarding cleaning up the fence line and sending a notification to the other two homes that the trees will be trimmed by October 15 (or a date given to us by Jeremy) and billed back to the owner.

**Website:** Rich Nastan did not have a report on the Website at this time.

**Documents Committee:** Kaki reported that the documents committee is still working on the final draft and will have that out as soon as possible. Jim recommended that we do the Articles at the same time as the Bylaws, then focus on the Declaration of Restrictions. Kaki and Mike asked Alex to get an estimate on what it would cost to run the draft by the Attorney.

**Old Business:**

Roads: Inside Bern Creek: Jim asked Mike if we could do a resealing with minor repairs? Mike felt like we could and still come from reserves. Would this extend the life of the roads and make it worthwhile. Mike noted there are a couple areas that could be addressed for repairs, he will have Superior look at it when they come out. John mentioned that the shoulders are an issue as well. Mike mentioned that the roads are narrow.

Cowpen: Jim is looking into turning over this section of the road over to the county. There are FDOT standards that need to be met before this is even a consideration. Mike reported that Charlie from Superior will look at this as he may know what is required. Mike reported that Susan is going to look into creating a district to encompass Cowpen. Jim will continue to work on getting the FDOT standards.

Mike made a motion to accept the contract from Richard Claybrook, John seconded, all in favor.

Motion passes

Delinquencies: Alex reported that Sharp and Baylis has been collected. Presley is still outstanding, the lien. Mike made a motion to put the lien on the Presley home, Alex mentioned she thought this was previously voted on, the Board agreed.

Alex noted that the collection accounts were moved down south. Mike mentioned that we want to make sure our attorney is local. Alex assumes the work will be done by David.

**New Business:**

Mike asked if we have made any progress on the Urfer property. Alex stated that she has not heard back or received any paperwork.

Alex will also get a price from Jeremy to do 1200 Bern Creek Loop. Alex will get the estimate over to Mike.

Alex reported that 2150 BCL has received final notice for mowing and the lattice.

Additional discussion of compliance issues.

Mike suggested a newsletter to address the ongoing or frequent violators.

Next meeting will be October 25, 2016, location TBD.

With no further business coming before the board, Mike made a motion to adjourn, Jim seconded at 7:52 pm.