



DEL WEBB OAK CREEK HOMEOWNERS ASSOCIATION, INC.

MEETING NOTICE OF BUDGET ADOPTION & ANNUAL MEMBERSHIP MEETINGS

Dear Del Webb Oak Creek Homeowners:

In accordance with Florida Statute 720 and the Bylaws of the Association, you are hereby notified of the upcoming combined Budget Adoption Board Meeting and Annual Membership Meeting for **Del Webb Oak Creek Homeowners Association, Inc.**

Meeting Details:

- **Date:** Wednesday, November 6, 2024
- **Time:** 5 p.m.
- **Location:** Via Zoom
<https://accessdifference.zoom.us/j/81680249827?pwd=tqrAkplUYIEXzX880n7CakroojU3No.1>

Meeting ID: 816 8024 9827
Passcode: 17536

The meetings will be held in succession on **Wednesday, November 6** and the agenda for the meetings are attached with this notice for your reference.

Please ensure that your email and notification preferences are up to date by registering at home.accessdifference.com.

Should you have any questions or require further information, please do not hesitate to contact our office or email customerservice@accessdifference.com.

Warm Regards,

Sandra Reynolds
Licensed Community Association Manager
on behalf of Del Webb Oak Creek Homeowners Association, Inc.

Enclosed:

- *Meeting Notice & Agendas for Budget and Annual meetings*
- *Meeting Proxy*

Purpose of the Meetings

1. **Budget Adoption Meeting of the Board of Directors:**
 - This meeting will involve the approval/adoption of the 2025 operating budget for Del Webb Oak Creek Homeowners Association, Inc.
 - The proposed budget for 2025 will be distributed at least fourteen (14) days prior to the meeting.
2. **Annual Membership Meeting:**
 - The meeting will cover any business duly authorized to be transacted by the Members.

Important Dates to Remember

- November 4: Deadline for Submission of Proxies for Annual Membership Meeting



Quorum and Proxy Submission

To proceed with the Annual Membership Meeting, a quorum of 30% of the Association Membership must be present in person or by proxy. It is essential to submit your proxy even if you do not plan to attend the meeting. This helps ensure that we can conduct the necessary business.

Proxies can be submitted electronically via email to sreynolds@accessdifference.com, hand-delivered, or mailed to

**Del Webb Oak Creek
17536 Winding Oak Lane
North Fort Myers, FL 33917**

MEETING AGENDAS

2025 Budget Adoption Meeting of the Board of Directors

1. Call to order
2. Certify a quorum of the Board of Directors
3. Certify meeting was noticed in accordance with Florida Statute 720.303
4. New Business
 - a. Adoption of 2025 Budget & Assessment Rate
 - b. Engagement Letter for 2024 Tax Return
5. Open Forum
6. Adjournment

Annual Meeting of the Membership

1. Call to order
2. Certify a quorum of the Membership
3. Certify meeting was noticed in accordance with Florida Statute 720.306
4. Community Updates
5. Open Forum
6. Adjournment



DEL WEBB OAK CREEK HOMEOWNERS ASSOCIATION, INC.

LIMITED PROXY

The undersigned hereby appoints _____ as my proxy (or if I have not appointed a proxy above, I hereby appoint the Secretary of the Association, on behalf of the Board of Directors), with full powers of substitution, for all matters to come before the Membership Meeting of Del Webb Oak Creek Homeowners Association, Inc. to be held on Wednesday, November 6, 2024 at 5 p.m. via Zoom Video Conferencing and any adjournment thereof. The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present, with power of substitution, except that my proxy holder's authority is limited as indicated below:

GENERAL POWERS

[] I authorize and instruct my proxy to use his or her best judgment on all other matters which properly come before the meeting and for which a general proxy may be used.

Dated: This _____ day of _____, 20____.

Lot No. _____

Signature of Owner

Signature of Owner

THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT, IS THE PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.

The portion below is to be completed by original proxy holder, not the homeowner.

SUBSTITUTION OF PROXY

The undersigned, appointed as proxy above, does hereby designate _____, to substitute for me in the proxy set forth above.

DATED: _____, 20____

Signature of Original Proxy Holder

Del Webb Oak Creek Homeowners Association, Inc.

2025 Proposed Annual Budget

	2024	2025
Income		
Income		
40000 - Assessments	4,233,661.60	4,398,488.11
44055 - Gate Key Cards	600.00	600.00
44095 - Lifestyles - Activities	60,000.00	60,000.00
44135 - Room Rental	1,800.00	-
44160 - Sage Cost Share Income	10,000.00	10,824.32
Total Income	4,306,061.60	4,469,912.43
Expense		
Administrative Expense		
51005 - Accounting Fees	12,250.00	6,500.00
51025 - Annual Report	61.25	61.25
51035 - Bank Charges	4,705.00	3,000.00
51045 - Copies & Printing	6,000.00	3,000.00
51070 - IT Support	5,603.76	35,253.00
51080 - Legal Fees - General	6,000.00	6,000.00
51085 - Licenses & Permits	1,200.00	1,200.00
51100 - Management Fees	95,982.00	98,861.46
51115 - Office Supplies	6,000.00	6,000.00
51120 - Postage, Mail & Invoice Processing	8,000.00	5,000.00
Total Administrative Expense	145,802.01	164,875.71
Insurance Expense		
55025 - Property & Liability	75,000.00	75,000.00
Total Insurance Expense	75,000.00	75,000.00
Payroll Expense		
50005 - Resident Services	369,642.97	400,810.15
50015 - Training	3,000.00	3,000.00
50025 - Payroll Administration	36,964.30	40,081.01
50070 - Uniforms	3,500.00	3,500.00
Total Payroll Expense	413,107.27	447,391.16
Contracts		
58000 - Bulk Cable	601,186.08	625,233.53
58005 - Waterway & Fountain PM	72,764.00	72,764.00
58010 - Fitness Equipment PM	2,100.00	2,100.00
58015 - HVAC PM	5,000.00	5,000.00
58035 - Fire Protection	4,200.00	4,200.00
58050 - Landscape Contract - Common Area	538,224.00	538,224.00
58150 - Envera Monitoring	52,077.24	52,077.24
58160 - Janitorial	75,000.00	75,000.00
58165 - Preserve Maintenance	20,000.00	18,000.00
58190 - Leased Equipment	2,100.00	5,700.00
58195 - Pool Service Contract	27,600.00	27,600.00
58200 - Landscaping - Irrigation Pump	5,500.00	6,350.00
58240 - Waterway Monitoring	6,000.00	-
58900 - Vehicular Access Control	105,000.00	126,006.99
Total Contracts	1,516,751.32	1,558,255.76
Amenity/Pool Expense		

52005 - Pest Control	3,852.00	3,852.00
52025 - Clubhouse Maintenance	6,000.00	6,000.00
52030 - Clubhouse Janitorial Supplies	8,400.00	8,400.00
52040 - Lighting & Fixtures	3,600.00	3,000.00
52050 - Doors & Locks	600.00	600.00
52055 - Fire Protection R&M	1,500.00	1,500.00
52060 - Fitness Equipment Maintenance	2,500.00	2,500.00
52075 - Holiday Decorations	10,000.00	12,000.00
52080 - AC Repairs and Maintenance	3,800.00	3,800.00
52090 - Lifestyle Program	60,000.00	60,000.00
52130 - Recreational Center Repairs	3,000.00	3,000.00
52135 - Recreational Supplies	1,800.00	4,600.00
52190 - Pool Repairs & Maintenance	9,000.00	9,000.00
52200 - Pool Supplies	3,000.00	3,000.00
Total Amenity/Pool Expense	117,052.00	121,252.00
Maintenance		
56010 - Access Control - Gates/Proxy/Barcodes	10,500.00	10,500.00
56020 - Landscape - Irrigation Repairs	7,200.00	7,200.00
56025 - Exterior Maintenance	6,500.00	6,500.00
56030 - Landscape - Mulch/Pinestraw	42,000.00	42,000.00
56035 - Landscape Replacement - Common	35,000.00	35,000.00
56045 - Landscape - Tree Trimming	8,000.00	8,000.00
56055 - Waterway/Fountain Maintenance & Repairs	3,200.00	6,000.00
56065 - Gatehouse Maintenance & Repair	1,800.00	1,800.00
56080 - Landscape - Lighting & Fixtures	1,800.00	1,800.00
56155 - Sign Maintenance	1,800.00	1,800.00
56175 - Golf Cart Maintenance	1,800.00	1,800.00
Total Maintenance	119,600.00	122,400.00
Garden Series 40' & 45' Lots		
80400 - Contracted Landscape Maintenance - 40'	266,760.00	282,321.00
80410 - Irrigation Repairs - 40'	44,460.00	44,460.00
80440 - Landscape Replacement - 40'	5,928.00	5,928.00
80450 - Mulch - 40'	38,532.00	38,532.00
Total Garden Series 40' & 45' Lots	355,680.00	371,241.00
Classic Series 50' Lots		
80500 - Contracted Landscape Maintenance - 50'	536,832.00	567,867.60
80510 - Irrigation Repairs - 50'	83,880.00	83,880.00
80540 - Landscape Replacement - 50'	16,776.00	16,776.00
80550 - Mulch - 50'	78,288.00	78,288.00
Total Classic Series 50' Lots	715,776.00	746,811.60
Estate Series 64' Lots		
80600 - Contracted Landscape Maintenance - 64'	298,224.00	315,187.20
80610 - Irrigation Repairs - 64'	41,040.00	41,040.00
80640 - Landscape Replacement - 64'	8,208.00	8,208.00
80650 - Mulch - 64'	41,040.00	41,040.00
Total Estate Series 64' Lots	388,512.00	405,475.20
Utility Expense		
57010 - Electricity	40,000.00	55,000.00
57050 - Electricity - Street Lights	161,571.00	150,000.00
57065 - Natural Gas	35,000.00	30,000.00
57075 - Telephone	9,600.00	9,600.00
57100 - Water & Sewer	15,000.00	15,000.00

Total Utility Expense	261,171.00	259,600.00
Reserve Expense		
99000 - Pooled	197,610.00	197,610.00
Total Reserve Expense	197,610.00	197,610.00
Total Expense	4,306,061.60	4,469,912.43
Quarterly Assessment	2024	2025
Garden Series (40') - 247 Total Lots	\$1,096.90	\$1,139.55
Classic Series (50') - 466 Total Lots	\$1,120.90	\$1,164.45
Estate Series (64') - 228 Total Lots	\$1,162.90	\$1,208.40

DISCLAIMER: THIS INITIAL BUDGET OF THE ASSOCIATION IS PROJECTED (NOT BASED ON ACTUAL HISTORICAL OPERATING FIGURES) AND IS BASED ON BUILD OUT. THEREFORE, ACTUAL INCOME & EXPENSES MAY BE LESS OR GREATER THAN PROJECTED. DEVELOPER HAS AGREED TO OBLIGATE ITSELF TO DEFICIT FUND OPERATING EXPENSES OF THE ASSOCIATION IN ACCORDANCE WITH SECTION 720.308(1)(b), FLORIDA STATUTES, AND WILL NOT CREATE, ESTABLISH, PROVIDE FOR, OR FUND RESERVE ACCOUNTS, AS PROVIDED IN SECTION 720.303(6)(b) or SECTION 720.303(6)(d), FLORIDA STATUTES. ANY REFERENCE IN THE BUDGET TO RESERVES IS SOLELY FOR INFORMATIONAL PURPOSES. CAPITAL CONTRIBUTIONS MADE BY MEMBERS OF THE ASSOCIATION, OR VOLUNTARILY CONTRIBUTIONS BY DEVELOPER ,SHALL NOT BE CONSIDERED OR DEEMED TO BE RESERVES UNDER SECTION 720, FLORIDA STATUTES.

THE BUDGET OF THE ASSOCIATION DOES NOT PROVIDE FOR FULLY FUNDED RESERVE ACCOUNTS FOR CAPITAL EXPENDITURES AND DEFERRED MAINTENANCE THAT MAY RESULT IN SPECIAL ASSESSMENTS. REGARDING THOSE ITEMS. OWNERS MAY ELECT TO PROVIDE FOR FULLY FUNDED RESERVE ACCOUNTS UNDER SECTION 720.303(6), FLORIDA STATUTES, UPON OBTAINING THE APPROVAL OF A MAJORITY OF THE TOTAL VOTING INTERESTS OF THE ASSOCIATION BY VOTE OF THE MEMBERS AT A MEETING OR BY WRITTEN CONSENT.

THE BUDGET OF THE ASSOCIATION PROVIDES FOR LIMITED VOLUNTARY DEFERRED EXPENDITURE ACCOUNTS, INCLUDING CAPITAL EXPENDITURES AND DEFERRED MAINTENANCE, SUBJECT TO LIMITS ON FUNDING CONTAINED IN OUR GOVERNING DOCUMENTS. BECAUSE THE OWNERS HAVE NOT ELECTED TO PROVIDE FOR RESERVE ACCOUNTS UNDER SECTION 720.303(6),FLORIDA STATUTES, THESE FUNDS ARE NOT SUBJECT TO THE RESTRICTIONS ON USE OF SUCH FUNDS SET FORTH IN THAT STATUTE, NOR ARE RESERVES CALCULATED IN ACCORDANCE WITH THAT STATUTE.