

Panther Trace Townhomes

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting August 10, 2017 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:41 p.m. by Hector Morales. Ileana Lazala, Renae Feacher and Rickie Amaro were in attendance; quorum established. Bastin Joseph arrived late. Timely meeting notice confirmed. Pamela Pinner represented McNeil Management.

2. Approval of Minutes

Previous meeting minutes reviewed by board.

On Motion: Duly made by Rickie Amaro, second by Ileana Lazala and carried unanimously.

Resolve: Waive reading and approve minutes as presented.

3. Financials Reports

Manager reviewed financial and management activity reports. Roofing project expense is \$602,540 and current reserve balance is \$333,968. Year to date operating expenses are \$2,200 over budget.

4. Business Operations

Additional Perimeter Fencing: Homeowners in attendance from Healey Summit feel the proposed fence installation along the eastern perimeter behind their buildings is a bad idea and they expressed to the board they do not agree with any fencing at that area. The board determined that no fencing will be installed on the eastern perimeter of the community behind Healey Summit buildings. Manager was directed to request input from 6 homeowners in building 24 whose back porches face the entry gate, regarding the possible installation of 6" PVC fence behind the units/building.

Consolidation of Services: Board discussed proposal from Rickie Amaro to provide janitorial services, trash removal from grounds and monitor community and pool activities. Rickie Amaro abstained from vote.

On Motion: Duly made by Hector Morales, second by Bastin Joseph and carried unanimously 4-0.

Resolve: To accept Rickie Amaro's agreement at \$775 monthly pending him providing business license and insurance coverage.

Reserve Study Update: Manager presented proposal for update from Reserve Advisors and indicated it will take about 90 days to complete the study. Last study completed in 2009.

On Motion: Duly made by Ileana Lazala, second by Bastin Joseph and carried unanimously.

Resolve: To accept Reserve Advisors proposal for an updated reserve study at \$3,675.

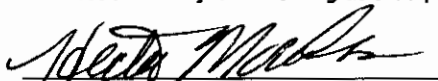
Landscaping: The Board discussed general dissatisfaction with current service. Hector Morales walked the community with the landscape contractor in June and reviewed areas for improved service. Awaiting upgrade proposals for each building from landscaper.

Roofing-Aluminum Repairs: Daniel with Alvarez Roofing requested the board identify a Thursday/Friday that he would be allowed to enter the community and complete final aluminum roof repairs as necessary. The board agreed to mail a community-wide notice requesting owners leave screen doors accessible. Manager will confirm Daniel's schedule prior to the mailing – options Sept 7-8 or 14-15.

5. Adjournment

On Motion: Duly made by Hector Morales, second by Bastin Joseph and carried unanimously.

Resolve: Adjourn meeting at 8:00 p.m.

 9-5-2017
Prepared by Manager on behalf of Secretary