

# Panther Trace Townhomes

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting September 5, 2017 Meeting Minutes

### 1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:55 p.m. by Hector Morales. Rickie Amaro was present and Ileana Lazala was on speaker phone; quorum established. Renae Feacher arrived late. Timely meeting notice confirmed as owners were mailed notice 3 weeks in advance. Doug and 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. Year to date operating expenses are over budget. Two owners are with the attorney for collection action.

### 4. Business Operations

**Additional Perimeter Fencing:** Input requested 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. 4 owners responded in favor of the fence. Board requested manager obtain vendor proposals. Hector indicated he would be the on-site contact.

#### Landscape Enhancement Proposals:

Board reviewed and discussed proposal to add pipe adapters at gutters to eliminate wash out of mulch and shrub beds at front of buildings in response to several owner complaints. The board decided against the expense and are willing to install additional mulch through the year as necessary due to the wash out areas.

Board reviewed fire ant proposal to place on all turf areas excluding 301 frontage landscape as homeowners were complaining about fire ants throughout community.

**On Motion:** Duly made by Rickie Amaro, second by Ileana Lazala and carried 3 in favor, 1 against.

**Resolve:** Approve annual application of Top-choice product at \$3,300.

Board reviewed proposals for plant material upgrades at Mail Kiosk, Entry Beds and 24 Buildings and determined additional information is required on the entry bed and building proposals. Prefer simple plan.

**On Motion:** Duly made by Rickie Amaro, second by Renae Feacher and carried unanimously.

**Resolve:** Approve mail kiosk upgrade with changes to certain plants, not to exceed \$9,852 proposal.

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**Concrete Sidewalk Repairs:** Board reviewed proposal to grind/replace sections of sidewalk throughout community per detailed schedule.

**On Motion:** Duly made by Renae Feacher, second by Rickie Amaro and carried unanimously.

**Resolve:** Approve community sidewalk repairs per estimate of \$7,750.

**2018 Proposed Budget:** Board reviewed/discussed 2018 proposed budget and assessment.

**On Motion:** Duly made by Hector Morales, second by Renae Feacher and carried unanimously.

**Resolve:** Approve 2018 proposed budget as presented with no assessment increase.

**Estoppel Resolution:** Discussion and explanation of new legislative mandates regarding the estoppel process.

**On Motion:** Duly made by Hector Morales, second by Rickie Amaro and carried unanimously.

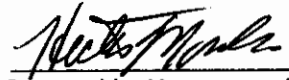
**Resolve:** To adopt the process as written by the attorney and presented by management.

## 5. Adjournment

Manager was asked to send notice to unit 3163 regarding motorcycle noise violation. Manager was asked to request input from all owners via mass mailing regarding opinion about purchase/installation of speed bumps throughout community. Manager will research rubber curb stops to replace broken concrete curb stops. Manager asked to check with Dave from Priority Pest regarding spraying back of buildings.

**On Motion:** Duly made by Hector Morales, second by Ileana Lazala and carried unanimously.

**Resolve:** Adjourn meeting at 8:20 p.m.

  
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Prepared by Manager on behalf of Secretary