

PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

Budget & Board of Directors Meeting August 30, 2018 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:33 p.m. by Hector Morales. Bastin Joseph and Ileana Lazala were in attendance, and Renae Feacher was in attendance via telephone; quorum established. Timely meeting notice confirmed. Jeana Wynja represented McNeil Management.

2. Approval of Minutes

The previous meeting minutes dated April 26, 2018 were reviewed by board.

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

Resolve: Waive reading of the minutes and approve as presented.

3. Management Reports

Monthly Financials, Delinquent Accounts and Notifications: Manager reviewed the reports with the Board.

4. Business Operations

Budget: The Board reviewed the proposed budgets and decided to only increase the monthly assessments by \$5.00 for a monthly assessment fee of \$210.00 per month per unit.

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

Resolve: To accept the 2019 Budget proposed with an increase of \$5.00 per month to the owners, for a new monthly assessment fee of \$210.00.

Landscape Enhancements for Front Entry: Manager indicated that the landscaper was unable to attend the meeting tonight, and the new landscape enhancements proposal was not received yet. Manager will continue to see the proposal from the landscaper.

Parking Lot Sealcoating, Patch Cracks & Replace Curb Stops: Proposals were received from three vendors and a fourth proposal is expected next week. Board to table a decision until the fourth proposal is received. Owner commented that parking space numbers are faded and need painting. Manager advised Board to hold off on this work until after the sealcoating project has been completed.

Fence: The Board reviewed the proposal from American Access to install aluminum fencing around the community, and PVC privacy fence between the entry sidewalk and townhomes on the right side of the entry lane for \$27,925.33.

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

Resolve: To accept the proposal from American Access to install fencing.

TECO Lighting Update: TECO has issued the lump sum credit, and the Association is now awaiting for the reduction to occur to the monthly invoice.

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Pressure Cleaning: Manager inquired with the Board if they would like the fenced-in dumpster pad areas pressure washed, which would involve the relocating of the dumpsters temporarily by Republic Services while the cleaning occurred. The Board decided that pressure cleaning was not needed. Hector would like the pool deck and cabana building pressure washed. Manager will coordinate.

Security Guard: The Board has engaged Rickie Amaro to provide Security Guard service for the community, which will include weekly updates to the Board.

Litigation Matter: Manager updated the Board regarding an ongoing litigation matter.

5. Adjournment

Owners Comments: Owners commented regarding restroom access for landscapers; Manager to provide landscapers with a restroom key to use the restroom facilities in the pool cabana. Owner concern regarding dogs owned by a resident; informed owner to complete an Enforcement Request Form with the details. Owner from Panther Trace HOA has been observed as allowing their dog to defecate in the common area at the townhomes; appropriate correspondence will be sent to the owner.

Directors Comments: None.

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

Resolve: Adjourn meeting at 7:32 p.m.



Prepared by Manager on behalf of Secretary