

PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting May 9, 2019 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:35 p.m. by Hector Morales. Bastin Joseph, Ileana Lazala and Eda Isom were also in attendance; quorum established. Timely meeting notice confirmed. Jeana Wynja represented McNeil Management.

2. Approval of Minutes

The previous meeting minutes dated February 12, 2019 were reviewed by board.

On Motion: Duly made by Eda, second by Hector and carried unanimously.

Resolve: To waive the reading of the minutes and approve as presented.

3. Management Reports and Owners Comments

Monthly Financials, Delinquent Accounts and Notifications: Manager reviewed the financial reports with the Board and homeowner insurance report. Board approved sending a 10 day nuisance activity notice to Unit ID 3232.

Manager asked the Board if they would like to setup a process beyond the final demand letter regarding collection of insurance from owners. Hector asked manager to engage the Association's attorney for an opinion letter regarding the pros/cons of asking for/collecting a certificate of insurance from owners. The Board decided to table the discussion until the next meeting, after the attorney's opinion letter is received.

Owners Comments: Owner commented that landscaping crew blows leaves onto the lawn and that the grass is dying; mower tire marks observed after pressure washing was done in areas; and landscapers trash from lunch blows off trailer when moved. Manager and Hector will discuss with the landscapers. Owners commented regarding low water pressure. Manager indicated that Hillsborough County investigated several weeks ago and that everything was fine on their end of the water meter. Hector instructed manager to engage a plumber to further look into on the townhomes side of the meter, as well as a water leak that has occurred inside the storage room in the pool clubhouse. Owner commented that a black car entered through the exit gate on May 8th around 6:30am. Board will engage JABX to pull video.

4. Business Operations

Towing: Manager presented the Affidavit of Mailing as evidence that a postcard to consider revisions to the Parking Rules & Towing Policy was mailed to all owners on April 18, 2019. Dave & Donnie from All American Impounds attended the meeting with their contract, to replace the PTR Towing contract. Manager to ask Association's attorney regarding FS 715.07 and 713.78 regarding towing companies ability to enter vehicles to look for a handicap tag. Board approved the Parking Rules & Towing Policy.

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

Resolve: To accept the updated Parking Rules & Towing Policy and the All American Impounds Agreement.

Preservation of Covenants & Restrictions: Manager presented a Florida Statute change to the Board regarding consideration of Preservation of the Covenants and Restrictions (720.3032). The Board is required to annually consider the filing of a notice to preserve the covenants / restrictions affecting the community from extinguishment under Marketable Record Title Act (MTRA). Manager indicated that the Association is 14 years old so preservation is not a pressing

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concern at this time. The Board will need to be concerned about preservation when the community comes closer to the 25-30 year mark.

Newsletter Proposal: Manager presented the Board with a proposal from Expressly Written to create a newsletter template and prepare newsletter as needed. The Board decided not to move forward at this time with a newsletter.

Security: The Board engaged Hillsborough County Sheriff's Office (HCSO) for off-duty officers to patrol the community. Shifts have not been picked up yet; manager to call HCSO to ensure that the positions were properly posted.

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

Resolve: To approve the engagement of HCSO off-duty officers to patrol the community.

Tree Lifting: The Manager presented the Board with 3 proposals for tree lifting.

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

Resolve: To approve the proposal from Pete & Ron's Tree Service, Inc. for \$3,340.00.

Manager Comments:

Pedestrian Gates: Children with bikes are having difficulty pulling open the new pedestrian gates, and instead have been tailgating thru the vehicle gates. Manager reached out to American Access for solutions and they are trying to find a door closer for exterior use to make it easier for children with bikes to open. Also, manager was informed that the pedestrian gate was not working properly. American Access indicated that the antenna was broken. Will be repaired after new antenna is replaced. Finally, manager presented the Affidavit of Mailing as evidence that a postcard regarding the new pedestrian gates was mailed to all owners on March 5, 2019.

Vehicle Gate Remotes: The supply of the vehicle gate remotes is depleted; manager ordered more from American Access to replenish the supply.

Dumpster Transition: Manager indicated that Republic will pick-up the dumpsters on June 26th and Waste Connections will deliver the new dumpsters on June 27th. Reliance Building Maintenance will pressure wash the dumpster areas the night of June 26th before the new dumpsters arrive.

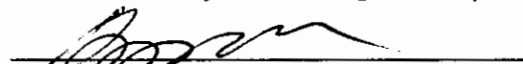
Flood Light: Flood light near the monument sign has been repaired.

5. Adjournment

Directors Comments: Bastin commented regarding broken blinds on the estoppel as an item to be repaired. He indicated that it is a grey area in the documents and not in black/white. Bastin indicated that he would be fine with replacement/repair of broken blinds if it was clearly written in the documents. Hector agreed. McNeil Management will not send letters going forward regarding broken blinds. Eda indicated that owners have very full lanais and are a potential fire hazard. Manager informed the Board that enforcement of items in the backs of homes (on lanais) would need to be received on an Enforcement Request Form (McNeil Management only drives by the fronts of homes).

On Motion: Duly made by Hector, second by Eda and carried unanimously.

Resolve: Adjourn meeting at 7:51 p.m.


Prepared by Manager on behalf of Secretary