

# PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting  
11518 Newgate Crest Drive, Riverview, FL  
December 12, 2019  
Meeting Minutes**

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

The meeting was called to order at 6:34 p.m. by Hector Morales. Bastin Joseph, Renae Feacher and Eda Isom were also in attendance; quorum established. Timely meeting notice was confirmed. Jeana Wynja represented McNeil Management.

**2. Approval of Minutes**

The previous meeting minutes dated August 8, 2019 were reviewed by board.

**On Motion:** Duly made by Hector, second by Bastin 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. Discussion occurred regarding roof insurance coverage for a catastrophic event; manager indicated that the homeowners HO3 policy would cover roof replacement for catastrophic events. Board would like final notices for insurance certificates sent to owners after Jan. 1.

**4. Business Operations**

**Owners Comments:** General landscaping questions and comments. Board member Renae indicated that sprinkler heads need to be redirected as they are spraying on her house and her car; manager to inform the landscaper. Unit ID # 3203 indicated that irrigation is sprinkling at her front door and asked that the sprinkler heads be re-adjusted; manager to communicate with landscaper. Gate loops are not picking up motorcycles exiting the community; manager to contact American Access about loop sensitivity.

**Officer Positions:** The Board has decided to keep the same positions: Hector Morales, President; Bastin Joseph, Vice President; Ileana Lazala, Secretary/Treasurer; Renae Feacher, Director; and Eda Isom, Director.

**Owner Danielle Boyd:** Owner had requested to be placed on the agenda to address the Board however owner was not present.

**Landscaping Maintenance:** The Board received/reviewed proposals from 5 landscapers, including 1 from their current landscaper. Hector and Eda would like to walk with the new landscaper before their February 3<sup>rd</sup> start date. The Board would like manager to send a termination notice sent to the current landscaper.

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

**Resolve:** To approve the proposal from Turner's Edge Outdoor Solutions as presented.

**Pest Control:** The Board received 3 proposals, including 1 from their current landscaper who did not increase fees. The Board concluded that the proposal from their current provider (Priority One) is the best price and they wish to continue with this vendor.

**Commercial HOA Insurance:** Manager reached out to 3 commercial insurance brokers, not including the Association's current broker. Two of the brokers informed that the proposal from the Association's

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current broker is the best at this point. The third broker did not respond after numerous contact attempts by the manager. The Board decided to bid again in September-2020.

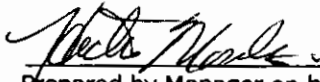
**Manager Comments:** An owner has called and would like all of the lily pads removed from the center pond; manager indicated that Aquatic Systems has stated that reducing the lily pads too much will cause issues with the littoral shelf (edge of pond) and will cause erosion. Board agreed that lily pads serve a purpose and Aquatic Systems should use their discretion if/when to reduce them. Manager indicated that the Health Department performed an inspection on the pool, Sav-A-Buc made corrections, and the pool now has a satisfactory report. A postcard was mailed to all owners and residents on September 11, 2019 and September 19, 2019 regarding the Community Yard Sale. The Assessment Notice was mailed to owners on November 27, 2019.

## 5. Adjournment

**Directors Comments:** None.

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

**Resolve:** Adjourn meeting at 7:30 p.m.

  
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Prepared by Manager on behalf of Secretary