

PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
Pool Cabana
12336 Foxmoor Peak Drive, Riverview, FL 33579
December 10, 2020
Meeting Minutes**

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:38 p.m. by Hector Morales. 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 13, 2020 were reviewed by board.

On Motion: Duly made by Renae, second by Eda 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 and homeowner insurance reports with the Board.

Owners Comments: Owner inquired about when buildings will be painted; the Association's reserve study has the event earmarked for 2021, however board will have someone evaluate the buildings to see if they need to be painted. Owner inquired about pressure washing; board indicated that pressure washing is performed annually in the Spring. Owner concern regarding Spanish interpreter; board members who speak Spanish will make themselves available to address Foxmoor Townhomes owner's concerns. Owner concern regarding pet owners not picking up after their pets; owners discussed solutions.

4. Old Business Items

Light poles – base damage: Rickie to evaluate light poles and if all have been replaced, where fill dirt is still needed, and will report information to manager.

5. New Business Items

Policy Resolution/Standard – storm/screen doors: Renae indicated that she does not believe it was the intent of the community to allow storm or screen doors on outside of main door. She also stated that a full glass version storm door was presented, but not on the standard, and should be added; manager to review. Board tabled until the next meeting.

Pedestrian Gates/Trespassers: The Board would like to see the gap closed in with a fence where the Chesham Hill dumpster is located, to prevent trespassers from entering/exiting the community; manager to send Board boundary map.

Manager Comments: Manager indicated that the 2021 Assessment Notice was mailed on November 30, 2020. The landscaping improvements (approved by Board previously and budgeted for in 2021) near the mailbox kiosk will occur around February 2021. Large door for mailbox kiosk has been replaced; Association is awaiting the post office to add locks to the door; manager will check into status.

Owner indicated that trespassers have been going to the pool area after hours. Owners stated that packages are being snatched from front doors. Owners working to form a neighborhood watch; manager

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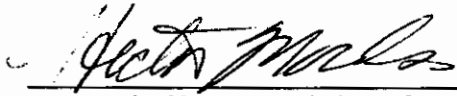
to touch base with the Hillsborough County Community Resource Officer (Deputy Sherman) to assist with coordination.

Manager indicated that owners must be notified in writing within 120 days after the end of the fiscal year that a copy of the annual financial report is available upon request. This means that a postcard will be mailed in April to all owners and mailing of the postcard will become an extra expense annually to the Association.

6. Adjournment

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

Resolve: Adjourn meeting at 7:42 p.m.



Prepared by Manager on behalf of Secretary