

PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
Pool Cabana
12336 Foxmoor Peak Drive, Riverview, FL 33579
May 6, 2021
Meeting Minutes**

1. Certifying of Quorum-Call to Order

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

2. Approval of Minutes

The previous meeting minutes dated February 11, 2021 were reviewed by board.

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

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. The Board would like the Association's attorney to send an insurance demand letter for the following Unit ID #'s 3154, 3188, 3270, and 3291.

4. Old Business Items

Palm tree trimming: Completed.

Fix pump room wall: Completed.

Building painting proposals: Two proposals were received. The Board decided to table painting, and to proceed with pressure washing buildings instead. Notice will be mailed to all residents about the building pressure washing event.

Fencing near Chesham Hill dumpster: Board and owners indicated that crime issue has been resolved only occurred during holiday season (porch pirates). No fence needed.

Mailboxes – replace locks on parcel boxes: Locksmith is working to locate the locks needed to replace on parcel boxes only. Residents should contact the Riverview Post Office directly to replace locks on their personal mailbox (HOA cannot contact post office for this; residents must reach out).

Neighborhood Watch: Nothing to report.

5. New Business Items

Tree trimming throughout community: The board reviewed proposal from Panorama Tree for tree canopy lifting, thinning, and removal of large dead palm tree from \$10,176. Notice will be mailed to all residents about the tree trimming event. Manager to engage Gulf Coast Outdoors for replacement tree in area where palm is being removed.

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

Resolve: To accept the proposal as presented.

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Sod replacement along sides of homes: The Board was presented with a proposal from Gulf Coast Outdoors to install 3,500 sq. ft. of sod along sides of the buildings for \$4,375.

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

Resolve: To accept the proposal as presented.

Pool furniture: Twenty lounge chairs need to be re-strapped. Manager to obtain pricing.

Pool cards: Owner inquired via email if owners can receive/purchase more than 1 pool card per unit. The Board indicated that for safety reasons (too many cards floating around, can get lost, in wrong hands, misuse occurs), only one pool card per unit.

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

Resolve: Only 1 pool card per unit due to safety reasons mentioned above.

Director Comments: Door jams on two restroom and pump room doors are rusted; manager will engage handyman to replace. Manager stated that the following mailings were sent to owners: Postcard for towing company/policy change consideration mailed on March 3, 2021; Postcard for pressure washing of sidewalks/walkways event mailed on April 5, 2021; postcard regarding yard sale, mailboxes and pet waste mailed on April 20, 2021; and Storm door guidelines mailed on April 30, 2021.

Owner Comments: Owner asked via email if speed bumps can be installed; the board indicated that speed bumps slow down emergency vehicles and will not be installed at this time. Owner email concern regarding water seeping in thru bottom wall of building; other owners had same concern and event is a home warranty issue. Owners should contact Lennar Customer Care at (800) 509-4979.

6. Adjournment

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

Resolve: Adjourn meeting at 7:20 p.m.

Board of Directors

Prepared by Manager on behalf of Secretary