

PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
Panther Trace II CDD Clubhouse
11518 Newgate Crest Drive • Riverview, Florida
November 2, 2022
Meeting Minutes**

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:32 p.m. by Hector Morales. Renae Feacher and Eda Isom were present therefore a quorum was established. Timely meeting notice was confirmed. Jeana Wynja represented McNeil Management.

2. Approval of Minutes

The previous meeting minutes dated May 19, 2022 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: Reports were reviewed.

Neighborhood Watch: No updates.

Manager's Comments: The following notices were mailed to all residents: Community updates/reminders notice mailed on May 23, 2022; postcard regarding rodents observed, dumpster-use and solicitors was mailed on July 15, 2022; and a postcard regarding the fall yard sale, holiday decorations and temporary pool closing was mailed on September 22, 2022. Engineer performed appropriate SWFWMD inspection in July-2022. Vehicle gate hinges are in good shape; manager encouraged Board to review the quarterly preventative maintenance updates from American Access Controls when emailed.

4. Old Business Items

Reserve study: Completed.

5. New Business Items

2023 Budget: Notice was mailed on October 13, 2022 to all owners regarding consideration of the 2023 Budget. The Board discussed an increase of \$30 per month from \$210 to \$240. The increase is needed to fully fund the operating budget.

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

Resolve: To accept the 2023 Assessment and Budget, by increasing the assessment from \$210 to \$240 per month.

Building painting: Discussion tabled until the next meeting.

Sewer line root intrusion: The Board discussed possible mitigation solutions to reduce events. The Board also discussed that the reserve study formerly allotted money towards such events once every 5 years and now designates money once every 3 years. When events occur, will be paid for out of reserves.

Eda and Renae reviewed and approved proposal from Conyers Plumbing to mitigate a root intrusion event at 12224 Foxmoor Peak Drive. Manager will provide signed proposal to the vendor.

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Catastrophic event in pump room: In early October, a significant leak occurred in the pump room, causing damage to the ceiling and electrical. Fernandezign was engaged to perform restoration work and work is almost complete. The Board will review the Association's insurance policy to determine if they would like to file a claim with insurance.

Cabana covered area and restroom damage (after Hurricane Ian): Damage occurred inside of both restrooms and to the ceiling of the cabana covered area. The Board will review the Association's insurance policy to determine if they would like to file a claim with insurance.

Noise barrier along rear fence (Foxmoor Peak Drive): An owner inquired if a barrier is possible. The Board informed that there is nothing that can be done to reduce the traffic noise from Highway 301.

Mailbox kiosk damage: Repairs completed.

Self-standing message board: The Board would like to move forward with purchase of a smaller self-standing message board. Manager to coordinate with Fast Signs for purchase/installation.

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

Resolve: To move forward with the purchase/installation of the smaller self-standing message board from Fast Signs.

6. Adjournment

Owner Comments: Suggestion to install solar panel light poles; Board indicated it is costly to install and that this lighting would still rely on electricity when solar is not working. Pedestrian gate access is not working, may be related to pool closing; manager to troubleshoot. Owner's access to the pool will be restored soon. Owner mentioned civil issue between neighbors and was encouraged to contact Hillsborough County Sheriff's Office. Charging stations were discussed. Owner emailed regarding permanent external generator; the Board indicated that there is no place to install one. Owner inquired about solar panels on roof; alteration application required; owner would need to gain permission from neighbors, and also owner would need to ensure that punctures in roof are sealed appropriately, and to make themselves aware of roof warranty concerns.

Board Comments: Dumpster #4 has full garbage bags around the dumpster. Discussion regarding charge by Waste Management each time a dumpster is overflowing when serviced (\$175 per observation). The Board would like to review guest/reserved parking at the next meeting. The Board would like to setup a meeting with Gulf Coast Outdoors to discuss numerous concerns; manager to arrange.

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

Resolve: To adjourn the meeting at 7:51 p.m.

APPROVED BY THE BOARD OF DIRECTORS 12/8/2022

Prepared by Manager on behalf of Secretary