

# PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting  
12515 Bramfield Drive, Riverview, FL 33579  
August 10, 2023  
Meeting Minutes**

## 1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:33 p.m. by Renae Feacher. Board members Vivian Laster and Debra Havanec were also 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 11, 2023 were reviewed by board.

**On Motion:** Duly made by Vivian, second by Debra and carried unanimously.

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

**Director Positions:** With the resignation of Board President Hector Morales last spring, the Board has determined the following positions: Renae Feacher, President; Vivian Laster, Vice President; and Debra Havanec, Secretary/Treasurer.

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

**Resolve:** To accept the assigned director positions as presented.

## 3. Management Reports and Owners Comments

**Monthly Financials, Delinquent Accounts and Notifications:** Reports were reviewed. Tree trimming information was mailed to all homeowners on June 7, 2023.

### Other Reports:

**Gate:** No issues to report.

**Landscaping:** The Board engaged 3 landscapers for proposals. The Board discussed that they would like to move forward with the proposal from South Shore Landscape & Lawn, Inc. to begin November 1, 2023. Board instructed manager to send a termination notice to Gulf Coast Outdoors. Mark with South Shore was present to answer questions. He will send a revised contract with changes discussed.

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

**Resolve:** To accept South Shore Landscape & Lawn, Inc. as the new landscaping management team for the community beginning November 1, 2023, along with their revised proposal/contract. To send a termination notice to Gulf Coast Outdoors.

## 4. Old Business Items - none

## 5. New Business Items

**2024 Budget:** Notice regarding the budget meeting was mailed to all homeowners on July 21, 2023. The Board reviewed the proposed 2024 Budget with a new monthly assessment of \$275. The Board discussed and received comments from the homeowner present.

**On Motion:** Duly made by Renae second by Vivian and carried unanimously.

**Resolve:** To accept the 2024 Budget and Assessment amount of \$275 per month.

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H O M E O W N E R S   A S S O C I A T I O N ,   I N C .

**Community Standards:** The Board discussed expanding color options for storm doors to white or the exact color of the homeowner's main house door. Homeowners will be provided with a link to the website where color schemes are located.

**On Motion:** Duly made by Renae second by Debra and carried unanimously.

**Resolve:** To accept the additional storm door color options as presented.

The Board spoke about mulch. The South Shore Landscape Team will create a mulch barrier in front of lanais to help protect screens from tearing. The Board spoke of allowing homeowners to install a lanai kick plate at the bottom of their lanais to match existing aluminum, which will prevent damage to a screen.

**Signage within the community:** Speed limit signs have been replaced. Signs on trash can at the mailbox kiosk have been installed. No trespassing sign updated. Still waiting on delivery of dog waste and video in progress signs.

**Owner Comments:** Owners comments about the speed limit, speed bumps, rats, dog poop, and solar panels.

## 6. Adjournment

**On Motion:** Duly made by Vivian, second by Debra and carried forward.

**Resolve:** Adjourn meeting at 7:54 p.m.

APPROVED BY THE BOARD OF DIRECTORS 12/15/2023

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Prepared by Manager on behalf of Secretary