

PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting
12515 Bramfield Drive, Riverview, FL 33579
December 14, 2023
Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:38 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 were reviewed by board.

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

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

Officer Positions: The Board discussed and would like to continue in their current officer positions: Renae Feacher, President; Vivian Laster, Vice President; and Debra Havanec, Secretary/Treasurer.

3. Management Reports and Owners Comments

Monthly Financials, Delinquent Accounts and Notifications: Reports were reviewed. 2024 Assessment Notice & Community Memo was mailed to all homeowners on November 30, 2023.

Other Reports:

Gate: No issues to report.

Landscaping: Arranging walk thru with Debra and South Shore Landscaping to occur in January. Manager will ask landscaping team to drop off flags to Debra for the Board to mark irrigation concerns as they are observed. Irrigation head at 10714 Chesham Hill needs to be moved so that it is not hitting the owner's vehicle. The Board would like a proposal for a mulch barrier in front of lanai's that do not have a kickplate or garden bed; manager will ask landscaper for a proposal. Irrigation proposal presented for \$2,195.53 to get the irrigation up to working order.

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

Resolve: To accept the irrigation proposal for \$2,195.53 from South Shore Landscaping as presented.

4. Old Business Items - none

5. New Business Items

Reserve study review: The Board reviewed 2023 events. Painting occurred this year. Gate operators were replaced in December-2022. All other assets appear to be ok. There are no scheduled asset updates for 2024.

Preservation of the Covenants and Restrictions: Per Florida Statutes, the Board is required to consider the filing of a notice to preserve the covenants / restrictions affecting the community from extinguishment under Marketable Record Title Act (MRTA) at the 30-year mark. At this moment, preservation is not pressing.

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Waste Management Contract: Term and expiration dates were reviewed. The Board would like to solicit proposals from Hillsborough County-approved vendors on the list next fall.

Owner Comments: Discussion regarding pit bulls, residents not picking up after their pets, moving of Chesham Hill doggie bags from front to side of dumpster, pond sign not moved behind Healey Summit, and eviction process. Discussion regarding possibly hiring a 2nd handyman to work in tandem with Rickie.

6. Adjournment

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

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

APPROVED BY BOARD OF DIRECTORS 2/8/24

Prepared by Manager on behalf of Secretary