

PANTHER TRACE VILLAS

ASSOCIATION, INC.

Budget & Board of Directors Meeting October 23, 2019 Panther Trace II Clubhouse 11518 Newgate Crest Dr., Riverview, Florida Meeting Minutes

I. Roll Call

The Board of Directors Meeting was called to order at 6:30 p.m. by Rick Duesler, President. Directors Susan Jackson and Patti Lemon were also in attendance; therefore, a quorum was established. It was confirmed that the meeting notice was posted in a timely manner. Jeana Wynja represented McNeil Management.

The Board reviewed the prior meeting minutes from July 17, 2019 as prepared by the Manager.

On Motion: Duly made by Rick, second by Susan and carried unanimously.

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

II. Organizational Matters

Manager presented the financials and accounts receivable reports, as well as the notices, violations and insurance certificate reports.

III. Landscaping, Pool Maintenance, Gates

a. Landscaping

Rick, Susan and Manager met with Joe Harrison with 360 ECO Solutions today. Magnolia trees will be lifted from the bottom; overall health of magnolia trees is good. There is a lot of Bermuda grass in the St. Augustine grass; not a concern, just creates variation. Kevin with 360 ECO Solutions performed a thorough irrigation audit, repaired decoders, wiring and heads; now will perform an audit to ensure proper coverage. 11450 CCL - weed spraying occurred and owners should see improvement. 11473 CCL - dwarf variety in turf observed; thatched layer; once damaged, will not recover; only solution is to replace with new sod. 11469 CCL – irrigation zones may need to be added; 360 ECO will assess. Between 11469-11473 CCL – manager to contact CDD – conservation area is overgrown and needs to be trimmed back at least 20 feet. 360 ECO to look into possibility to plant ground cover on slope next to 11473 CCL. Association is moving towards no mulch around columns. 360 ECO said that they will pull grass by hand that grows around downspouts. Shrubs in the center driveway islands will be cut by a foot on each side so to allow owners to open car doors easier. 360 ECO to provide proposal to trim palm trees around the pool area that are over 12'. 360 ECO incorporated a 36" shoot on mowers to get more even cut down center between homes. Board wants grass to grow in under small trees in front yards; no mulch; cannot treat that area with herbicide as it will damage trees.

Manager reminded owners that 360 ECO and the Association is not responsible for damage to lanai screens, and encouraged owners to have kick plates installed around their lanais.

An owner inquired if fences or shrubs could be planted behind homes in the center of the loop. Manager indicated that this is not possible as that area is designated as a drainage easement, and would prohibit water from flowing properly.

b. Pool Maintenance

The County Health Department sited some violations, which have been corrected; awaiting re-inspection. Net skimmer was replaced. Salt generator was leaking in the pump room; under warranty thru Dec-2019; only paid labor to repair. Raw sewage backup occurred recently in restrooms and Reliance Building Maintenance coordinated repair. Owners were encouraged to not place sanitary items down the toilet and to dispose of them properly. JABX replaced the battery backup for the camera system. New audio system was installed thru the DVR.

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c. Gates

American Access performed a PM Service on September 13, 2019; everything ok; replaced batteries in backup. The annual American Access Preventative Maintenance agreement was presented/signed by the Board (vehicle and pedestrian-pool gates maintenance).

IV. Business Matters:

a. Old Business

- 1) **Roof Replacement:** Roof replacement conclusion packet was mailed on August 20, 2019 to owners affected by roof replacement, which included the warranty, wind mitigation, and check was returned for solartube, if applicable. Two owners reported leaks due to failed existing component (bathroom vent & chimney), which were unrelated to workmanship of roof replacement. Both items were sealed.

b. New Business

- 1) **2020 Budget:** Manager indicated that the budget meeting notice was mailed to all owners on October 2, 2019. The Board reviewed the proposed 2020 Budget with a \$13 per month increase, from \$202 to \$215 per month. The Board indicated that the increase was due to on-site security at the pool area.

On Motion: Duly made by Rick, second by Susan and carried unanimously.

Resolve: To approve the 2020 Budget as presented.

- 2) **House Painting:** Manager presented proposal from Certa Pro for \$41,300. Reserve Study proposed amount was comparable to proposal from Certa Pro. The Board discussed the start date and agreed upon January 13, 2020, weather permitting, and will take approximately 3 weeks to complete. Board would like paint gallons for body and trim, as well as for the pineapples and columns. Board would like the color name and code for pineapples. Board also asked that pineapples are sanded down before painting (paint has been chipping). Items requested on the contract.

On Motion: Duly made by Rick, second by Susan and carried unanimously.

Resolve: To approve the Certa Pro proposal as presented, with change order additions.

V. Staff Report

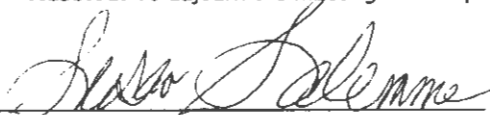
- a. **Managers Comments:** The following information was mailed to owners: Drainage Assessment on July 29, 2019; Drainage-Underground information on August 21, 2019; Walkway Bricks Standard on August 28, 2019; Seal Coating Project on August 30, 2019; and Pressure Washing Notice on October 2, 2019.

- VI. **Audience Comments:** Owner commented that rocks are going into the street; manager to inform 360 ECO Solutions (due to blowers). Weeds growing in rocks – need to be more aggressive with weed killer; manager to communicate with 360 ECO Solutions. Manager acknowledged that tracking is occurring regarding owners who report roof leaks. Manager to ask webmaster to place a link to TECO website to report street lights out.

Adjournment

On Motion: Duly made by Rick second by Susan and carried unanimously.

Resolve: To adjourn the meeting at 7:18 p.m.


Prepared by Manager for Secretary