

PANTHER TRACE VILLAS

ASSOCIATION, INC.

Board of Directors Meeting May 20, 2020 at 6:00 p.m. Virtual Meeting via Zoom Meeting Minutes

I. Roll Call

The Board of Directors Meeting was called to order at 6:09 p.m. by President John Willis. Directors Les Parker, Jackie Jackson and Janet McConnell were also in attendance; therefore, a quorum was established. It was confirmed that the meeting notice was posted in a timely manner.

II. Organizational Matters

Financial Matters: Manager presented the financial reports.

Notices/Violations/Insurance: Board informed manager that owner of Unit ID 3825 has replaced the black curbing and has taken care of utility cover issue. Manager informed Board that owners cannot be assessed pre-judgement for attorney's demand letter regarding insurance certificates. Unit ID 3775 and 3796 have not submitted their insurance certificates to date.

On Motion: Duly made by John, second by Jackie and carried unanimously.

Resolve: To engage Association's attorney to send Unit ID 3775 and 3796 a demand letter for insurance certificates.

III. Landscaping Committee Update: Les Parker presented. He extended a "thank you" to Susan, Esmond, Emma and Eydie for their service as committee members, and a "thank you" to Cambrey Villas owners who have all been very cooperative and responsive. Tree guards installed to protect from mowers and trimmers from wearing out the base of the tree. New growth has been observed on the trees. The Association will not be replacing any trees at this time. Sprinkler system has been updated. The next month with the new landscaper will be important to see how they continue to service; so far, they are doing a great job.

IV. Pool Maintenance/Cameras: Les indicated that weeds in pavers in pool area are being mitigated by Nature Coast.

V. Gate Operations: Owner concern regarding access to gate. Board recommended pointing remote to keypad. Manager indicated to owner to check remote battery, and if they have further issues to contact McNeil Management for assistance.

VI. Business Matters

a. Old Business

1. 2020 House Painting Project – COMPLETED

PANTHER TRACE VILLAS

ASSOCIATION, INC.

2. Water pooling on sidewalk – Board discussed and would like to engage a professional for their opinion on how to mitigate. Board would like a professional to also suggest mitigation of sidewalks that may need to be replaced in areas.

On Motion: Duly made by John, second by Les and carried unanimously.

Resolve: To engage a professional for their opinion on how to mitigate sidewalks.

3. Roof replacement – TABLED
4. Pool heater insurance claim – Association filed a claim and received reimbursement – COMPLETED

b. New Business

1. Board vacancy/appointment – Susan Salemme has submitted her resignation. The Board would like to appoint Eydie Worley to the Board.

On Motion: Duly made by John, second by Janet and carried unanimously.

Resolve: To accept resignation from Susan Salemme and to appoint Eydie Worley to the Board.

2. Suspicious activity/security – Janet informed that organization of a Neighborhood Watch is underway. John indicated that owners should contact Hillsborough County Sheriff's Department when suspicious activity occurs. They are the only agency who can enforce trespassing.
3. Committee & Volunteer names – John would like to officiate the forming of the Landscaping Committee with Les Parker as the Chairperson. Owners who have volunteered to be a part of the Landscaping Committee are: Les Parker, Susan Salemme, Esmond Dopwell, Emma Dopwell and Eydie Worley.

On Motion: Duly made by John, second by Eydie and carried unanimously.

Resolve: To approve the forming of the Landscaping Committee and approval of Les Parker as the Chairperson.

4. Unified Building Maintenance – The board engaged Reliance Building Maintenance about a year ago. Territory changes occurred and owners branched off. Unified contract contains same scope of work and pricing.

On Motion: Duly made by Jackie, second by Janet and carried unanimously.

Resolve: To approve the Unified Building Maintenance contract as presented.

PANTHER TRACE VILLAS

ASSOCIATION, INC.

5. Pool stenner control board proposal – Stenner is currently on 24/7. Control board will turn stenner off/on help to preserve pool elements/equipment.

On Motion: Duly made by John, second by Janet and carried unanimously.

Resolve: To approve the pool stenner control board proposal.

6. Portable or permanent generators – owners may submit an alteration application to Panther Trace II if they desire to install a generator.

7. Rebrand signage around pool area/community – Board received proposal from Signs Now with a rebranded sign with green background and white letters. John requested and manager to send Board updated proposal with reverse, white background and green letters to match other branded signs in community. With that change, the Board would like to move forward.

On Motion: Duly made by Jackie, second by John and carried unanimously.

Resolve: To approve rebranded pool sign as presented.

8. Walkway Bricks – manager presented. Currently owners have blond walkway paver-bricks, which have been difficult for vendors to find. Alliance Management has presented a proposed red paver-brick as an alternative. Board agreed to update the standard to include this color brick, allowing owners to replace walkway bricks with a paver-brick similar in color. Manager indicated that after the Board approves the new standard, it will need to then be approved by Panther Trace II Board.

On Motion: Duly made by Eydie, second by John and carried unanimously.

Resolve: To update the brick standards as presented.

9. Paver standard around lanai screens – The Board will work with Nature Coast Landscapers to develop a paver standard around the exterior of lanai screens. NOTE: the standard is being created so that owners can install pavers on exterior of lanais to help preserve their lanai screens. Owners may also install a kick plate to help preserve lanai screens. Damage to the lanai screens is owner's responsibility to replace.

10. Driveway stained – bad mill/overlay – John presented. Owner would need to mitigate from garage door to top of sidewalk; HOA responsible for top of sidewalk down to edge of street. Jackie indicated that neighbor to this unit had mill/overlay performed to mitigate same issue. Board agreed to send owner notice regarding their responsibility to mitigate since driveway looks very bad.

11. Fiberglass wall in pump room – COMPLETED.

12. Faulty breaker replaced for irrigation – COMPLETED.

PANTHER TRACE VILLAS

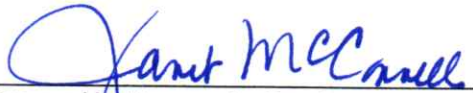
ASSOCIATION, INC.

VII. Audience Comments: Owner asked who takes care of weeds in expansion joints; manager indicated that it is the responsibility of the landscaper. Les indicated that Nature Coast is working to mitigate these issues and will take some time for them to get acclimated to the community. Owner inquired about dog waste not being picked up and dogs observed unleashed; Board indicated that it is a Hillsborough County ordinance that dog waste must be removed and dogs must be leashed. Manager indicated that owners may complete an Enforcement Request Form (located on Association's website); a notice can be mailed by Association to owner in violation. John opened the floor to owners to ask questions or simply to introduce themselves.

VIII. Adjournment

On Motion: Duly made by John second by Jackie and carried unanimously.

Resolve: To adjourn the meeting at 7:06 p.m.



Prepared by Manager for Secretary