

PANTHER TRACE VILLAS

ASSOCIATION, INC.

Budget & Board of Directors Meeting
October 14, 2020 at 6:30 p.m.
Cambray Villas Pool Cabana
11406 Cambray Creek Loop, Riverview, FL 33579
Meeting Minutes

I. Roll Call

The Board of Directors meeting was called to order at 6:35 p.m. by President John Willis. Directors Jackie Jackson, Les Parker 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. Jeana Wynja represented McNeil Management.

The Manager read the prior meeting minutes from July 15, 2020 as prepared.

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

Resolve: To approve the minutes as presented.

II. Organizational Matters

Financial Matters: Manager presented the financial reports.

Notices/Violations/Insurance: Manager reviewed the reports. Janet will engage owners regarding insurance declaration pages.

- III. Landscaping Committee Update:** The manager and Susan Salemme presented. Proposals approved by the Board for the following: \$375 to plant 7 Flax Lily's and 14 Crotons in the entrance island; \$820 to plant Dwarf Maui Ixoras in 40 yards; \$95 to remove Indian Hawthorn and install 3 crotons at 11437; \$196 to remove 3 dead bushes and install 9 Suspensum Viburnums at 11313; \$135 to remove 2 dead bushes and install 2 Suspensum Viburnums at 11490; \$65 to stump grind and remove a dead tree; \$675 to replace 3 irrigation decoders which were preventing the valves from operating; \$785 to replace 34 round valve box lids to replace ones that are missing or damaged. Landscaping Committee walks with Nature Coast monthly. If owners have landscaping concerns, please submit a landscaping request/work order from the Association's website. Please do not email the Committee as a request/work order must be submitted.

The Landscaping Committee is going to determine the most critical areas to plant new holly trees in easement areas and will present a count to the Board.

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

Resolve: To approve replacement of holly trees in critical areas for trees that have died in the easement.

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Owners submitted a notice as recommended by John Willis regarding pavers and rocks that they installed without permission on the back perimeter of their lanai, to protect from weed wackers. The installed pavers/rocks that owners installed do not align with the new standard that will be approved by the Master Association. The Board indicated that at the July-2020 Board meeting, a standard was created for pavers around lanai perimeter, however the standard will be officially approved by Panther Trace II (Master Association) on October 28, 2020. In the meantime, the Board has asked manager to post the draft standard to the website. The Board indicated that as of today, owners may not make any improvements directly outside of their lanai until after new standard has been approved, at which point owners must submit through the proper channels to seek approval before completing any work.

IV. Pool Maintenance/Cameras: The Board is awaiting a proposal from Kevin Johnson to paint the pool area fence. Manager indicated that Hawkins Service will be meeting with Susan Salemme to provide her instructions on how to change the temperature, and then Susan will share information with the manager. Hawkins visit is free since the pool heater is still under warranty. Board would like a proposal for card access for both restrooms; manager to engage American Access.

V. Gate Operations: The Board reviewed 3 proposals to paint the vehicle gate; powder coat was in the \$8-9,000 range, and two traditional painting proposals were \$2,885 and \$780.

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

Resolve: To accept the proposal from Kevin Johnson for \$780.

VI. Neighborhood Watch: Janet presented. Due to COVID, Panther Trace II Clubhouse has been closed to meetings. Janet has been in touch with Hillsborough County Sheriff's Department. Community Resource Officer (CRO) for the area has retired and new CRO is in place. Janet is trying to setup a meeting for mid-November at the Cambray Villas Pool Cabana.

VII. Business Matters

a. Old Business

- 1. Roof replacement:** Tabled per reserve study until 2024.
- 2. Sidewalk repair:** John walked with Parking Lot Services, who indicated that there were no significant issues with lifting sidewalks. The Board has decided to table further discussion until sidewalks pose a issue.
- 3. Water pooling on sidewalk:** The Board would like Kevin Johnson to look at the dipping sidewalk at 11312 CCL and propose a resolve.

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- 4. Monofilament line over pool area:** The Board has decided to table indefinitely as manager was informed by vendor that Muscovy ducks can squeeze in between aluminum gate, and not necessarily enter pool area by flying in. Les stated that he has not seen any problems lately.

b. New Business

- 1. 2021 Budget:** Manager indicated that the postcard regarding the Budget meeting was mailed to all owners on September 24, 2020. The Board has decided to increase the 2021 assessments by \$5.00 per month per owner due to increase in landscaping around community and to align with the reserve study.

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

Resolve: To accept the 2021 budget as presented with a \$5 per month per owner assessment increase.

- 2. Well pump:** Well pump stopped working to facilitate irrigation and was replaced and paid for out of reserves \$7,395.
- 3. Holiday decorations:** New decorations were purchased because old decorations were unusable. Kevin Johnson's son will wrap the palm trees this year. Trimming will not occur beginning Thanksgiving thru January 15th so to not disturb owners holiday decorations in garden areas.
- 4. Animal breeds:** Owners were encouraged to complete an Enforcement Request Form on the Association's website if a dog is observed with aggressive behaviors. Manager indicated that to date, no Enforcement Request Forms have been received regarding such matters.

- VIII. Audience Comments:** Owner stated that the entrance island looks horrible. Owner asked about budget increase; board indicated increase of \$5 per month per owners was due to increase in landscaping around community and to align with the reserve study. Owner indicated that there is increased parking on the streets during the daytime and nighttime; owner encouraged to complete an Enforcement Request Form located on the Association's website and will then be sent to the Board to address.

IX. Adjournment

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

Resolve: To adjourn the meeting at 7:47 p.m.


Prepared by Manager for Secretary