

PANTHER TRACE VILLAS

ASSOCIATION, INC.

**Budget & Board of Directors Meeting
October 13, 2021 at 6:30 p.m.
Panther Trace II Clubhouse
11518 Newgate Crest Dr., Riverview, FL
Meeting Minutes**

I. Roll Call

The Board of Directors meeting was called to order at 6:30 p.m. by Amy Phillips. Directors Harvey Goldstein and Rick Duesler 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 presented the prior meeting minutes from July 14, 2021 and August 16, 2021.

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

Resolve: To approve the minutes as presented.

II. Organizational Matters

Financial Matters: Manager presented the Association reports.

Manager Comments: Manager indicated that the Landscaping Workshop notice was mailed to all owners on August 6, 2021. Manager presented the spreadsheet of roof repairs reported by owners, and one owner in the audience indicated a new roof repair; managed noted.

- III. Landscaping Update:** The Board indicated that the landscaping enhancements around the columns and half walls will occur this month. Owner indicated that irrigation heads are not popping up along walkway at 11488 CCL; manager will send concern to landscaper. The board and owners discussed the shrubs in between the driveways. Owners acknowledged that they would like to be involved regarding the center shrub decision. Further discussion to take place at a later date.

- IV. Pool Cabana:** The manager indicated that the shower head was replaced.

- V. Gate Operations:** The Board asked, and manager will obtain a proposal from American Access for new gate operators.

VI. Business Matters:

a. Old Business

- 1. Roof replacement:** Tabled.
- 2. Street & sidewalk repairs at 11447 & 11333 CCL:** Completed. Owner indicated that cones are still in place; manager will contact the vendor to remove.

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3. **Benches:** Owner submitted a request for a bench to be placed on the east side of the community and another on the south side of the pool fence. The Board concluded that the location on the east side is CDD owned property. The Board also stated that the bench on the south side of the pool fence was not needed since the pool area has seating.

b. New Business

1. **2022 Budget/Assessment:** Manager indicated that the postcard regarding the Budget meeting was mailed to all owners on September 22, 2021. The Board has decided to not increase the assessment and to leave the assessment flat at \$220 per month. Some adjustments were made to budget line items during the meeting and will be reflected in the approved Budget that will be mailed out to owners at the end of November.

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

Resolve: To accept the 2022 Budget with adjustments as presented above.

2. **Reserve study:** Completed. The Board indicated that if owners wish to obtain a copy of the reserve study, that they will need to visit McNeil Management's Office.
3. **Janitorial:** The Board is seeking a new janitorial service.
4. **Building Painting (Group 3):** Certa Pro presented a proposal to paint the buildings in Group 3 starting in January-2022. The proposal cost per building was the same as in 2020. The proposal is for \$56,050. The Board decided to proceed.

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

Resolve: To accept the proposal from Certa Pro as presented.

VII. Audience Comments: Discussion regarding landscaping.

VIII. Adjournment

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

Resolve: To adjourn the meeting at 7:42 p.m.

APPROVED BY BOARD 10/27/2021

Prepared by Manager for Secretary