

**Phoebe Park Association
Board of Directors Meeting
February 15, 2017
Osprey Club – 6:30pm**

Call to Order:

- The meeting was called to order at 6:30pm. The meeting was properly noted on the bulletin board and on the website. All Board Members were present as well as Jamie and Nicole from Vanguard. There were several guests in the audience. Nicole will be filling in for our future replacement for Jamie.
- It is with mixed emotions that we mention that Jaime is leaving Vanguard for a great opportunity with another company out of state. She will be greatly missed by the Board as well as Phoebe Park homeowners who interacted with her.
- The day prior to the meeting the Social Committee held a Taco Tuesday Valentine's gathering at the Phoebe Park pool. It was well attended and lots of fun was had by all.
- Steve Von Essel from Duval Landscaping was in attendance to give an overview of Duval's progress report. In addition, he wanted to talk about the proposal that would be shared in the meeting. Steve talked about the hiring of an irrigation specialist and how they would address issues on both Phoebenest and Phoebepark. He also mentioned that there was a change in the watering schedule to twice a week.
- The tree pruning has been completed, however, they are still working on the hedges on Phoebenest. Weeds on turf are under control. Fertilization potash will begin next week. Although the spray is not harmful to humans and animals, he asked that pets be kept off the grass to avoid potential sickness to the pesticide spraying.
- Duval has recommended that a new rain sensor be purchased to avoid runoff. It will be decided where to put the rain sensor – close to the clock as possible.
- The Landscape Committee commended on Duval's commitment to the community and how satisfied the community was with the Oleander removal, tree trimming and mowing schedule. Their assistance with suggestions on the upcoming four phases to the next project within the community. There will be several homes in the community that will be first with the plantings so that the homeowners can see what will be taking place throughout the entire community. The schedule will be as follows: utility companies come out to mark their areas. Then the removal of areas being replaced. There is a possibility that tree roots might be cut. Soil will be added where needed to level the property. There will be an accumulation of 300 to 400 hours. Once the proposal is approved, Duval will begin their work. There will be a guarantee on the plant materials as long as Duval are our landscapers. The replacement plantings will keep plants low to the ground. These plantings are very sturdy. The Landscaping Committee presented the materials and pictures of what the replacement plantings looked like and entailed. Motion to approve was presented by Robert Ormsby and seconded by Gary Winters.
- Simultaneously, it would be a great idea to have the Frontier cable boxes cleaned to remove the mold that surrounds them. Jaime will call Frontier to inform them to repair and clean the boxes. There is no guarantee that they will clean the mold off the boxes.
- The Minutes from the prior meeting was approved by Robert Ormsby and seconded by Margaretta Delgado.

Reports:

- The President's Report was given by Dawn Trattner. She thanked the individual Committees for their dedication to the community. She asked that any issues pertaining to the community be addressed directly to Jaime at Vanguard. She also mentioned that any ideas for our next grant proposal be submitted to the board by the Spring meeting. Two ideas were recently submitted to the Board by a homeowner.
- Jamie provided her written report about pending work orders as well as the property review and violations.
- Todd gave his Treasurer report. He explained about the Reserve balances ended \$100,000.00 better than the Reserve Study estimate. There is only one homeowner who is 60 days past due and one fine that is pending. Gary asked that any homeowner balances owed in the amount of \$10.00 or less be written off. It is too time consuming and costly to request the homeowner to pay. The motion was approved by Todd Ziegler and seconded by Gary Winters. Todd also requested that surplus funds from the budget be added to the reserves. The motion to add the additional surplus funds which is above any holdback of two month's expenses be put into the bank increasing the reserve funds (approximately \$46,000.00) The motion was approved by Todd Ziegler and seconded by Robert Ormsby.
- The Social Committee announced that the next social event will be St Patrick's followed by Scavenger Hunt and the Ladies Tea.

Unfinished Business:

- **Landscaping:** Sue Melita commented on the landscaping walkthrough. She was very pleased with Steve. The magnolias have been trimmed. The budget has \$24,000 allocated for tree trimming. The quote from Duval was \$17,000. A motion to approve was presented by Todd Ziegler and seconded by Robert Ormsby.
- **Sod Replacement:** To be handled on a case by case basis. Todd Ziegler approved the sod being replaced at 15737 and 15735 Phoebe park. The motion was seconded by Robert Ormsby.
- **Parking on the Street and Sidewalk:** The parking on the street and sidewalk situation has improved.
- **Nominating Committee:** Gary reported that there is some interest from the community to be on the board. He announced that Dawn and Todd have decided to stay on for another year. Gary will stay on for another year if there is an unfilled position. Margaretta Delgado and Robert Ormsby have decided to not stay on the board.
- **Roof Study Committee:** The Committee has met. They have recommended that the roofing replacement scheduled for the years 2021-2022 be pushed forward. With inflation at 3% per year, it is cheaper to begin replacing the roofs in the years 2017-2018. Built into the contract is a consultant to make sure that the roofing project will be done right. The house painting will be pushed back. The street repairs will be pushed ahead forward. The Reserve Study has been planned forward until the year 2045. Todd mentioned that at a Neighborhood Conference he attended he met a gentleman by the name of Mr. LaRosa. Mr. LaRosa is an expert on roofing contractors, materials, workmanship and gutter systems. The Roof Committee would like to work with Mr. LaRosa on his suggestions for our Community and he offers his services free of charge.
- **Pool Bathroom Doors:** The kick plate replacement has not been done. Jaime has been asked to proceed forward with this request.
- **Pressure Washing:** Has been completed.
- **Flag Pole Installation:** The flag pole has been installed at the pool.

New Business:

- **Rules and Regulations:** Phoebe Park will follow in the same manner as Heron Park and Sand Hill in updating its rules and regulations on plants visible from the street. No more than three (3) visible from the street not to exceed 20" in diameter. No plants in the newly planted area. Each homeowner to individually address the wall attached from the garage to the pillar. Exceptions to be forwarded to ARC. Motion was approved by Gary Winters and seconded by Todd Ziegler.
- **Pedestrian Gate:** The closers and stop posts were replaced in December.
- **File of Life Emergency Information:** Each homeowner was provided a "File of Life" emergency information. The homeowners are encouraged to fill out their information and place on the refrigerator so that in an emergency the EMS, Fire or Police have all of your information available in case of an emergency situation.
- **Insurance Policy:** The President, Dawn Trattner, has signed off on the new insurance policy.
- **Annual Meeting:** The Annual Meeting will be held on Wednesday, March 8, 2017 at 6:30pm at the Osprey Club Theatre.

Adjournment:

- Meeting was adjourned at 7:34pm. Motion to adjourn was approved by Gary Winters and seconded by Robert Ormsby.
- Comments from the homeowners were about the pond being overgrown with grass on our side and lots of debris in the water. Another homeowner mentioned the gutters and down spouts. A third homeowner mentioned that the irrigation is not working properly. A technician will be coming out on Monday to look at all the work orders that address the irrigation issues.
- Next few meetings are all on Wednesdays as follows:
 - March 8, 2017 – Annual Meeting
 - May 17, 2017 – Board Meeting
 - August 16, 2017 – Board Meeting
 - October 18, 2017 – Board Meeting

Respectfully Submitted,
Margaretta Delgado, Secretary