

**Phoebe Park Association
Board of Directors Meeting
April 12, 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. Quorum was confirmed and Board members were introduced to audience.
- New Property manager, Bonita Vandall was present and introduced.
- Steve Von Essel from Duval Landscaping was in attendance with overview of progress made in community. Major planting completed, irrigation is running with upgraded timers and zones. Thursday will be scheduled service day and Rick from Duval will now be in charge of Phoebe Park.
- Duval will inspect and submit proposals where necessary for mulching, insecticides, and redesign of pool area.
- Concerns were raised that in some cases plants were not 18" from driveway. Duval will inspect. Tom Trattner of Landscape Committee reiterated that pavers may be installed at the homeowner's expense.
- The Minutes from the February 15, 2017 were posted prior to meeting on community website and motion to approve was made by Todd Ziegler and seconded by Ron Haase. Motion approved.

Reports:

- The President's Report was given by Dawn Trattner. She thanked the individual Committees for their dedication to the community. Dawn made a motion that Laurie Gustum and Carol Fagot be approved for Landscape Committee. Ron Haase seconded. Motion approved. Laurie will also serve as community ambassador for Fish Hawk Ranch. Ellen Chambliss' resignations from both the ARC and Fine Committees were accepted. Dawn thanked Ellen for all of her time and effort has given to the community. Dawn stated a process needs to be established between ARC and Landscape committees . She asked that any issues pertaining to the community be addressed directly to Bonita at Vanguard.
- Treasurer's Report was given by Todd Ziegler. He reported we are \$3,487 better then budget for the month of March and \$11,129 better then budget YTD but stated this figure does not reflect the landscape invoice. Delinquent bad debt is \$1,153 most of which is \$901 from a roofing issue. We are at 100% homeowner participation and all small balances will be written off as previously approved.
- Manager's Report – Bonita Vandall introduced herself and spoke of her qualifications and experience in the property management field. Next inspection will be end of April and will try to couple with Duval. She will confer with Duval to determine status of work orders and will check status of open violations. Her direct line is 813-955-5887.
- Committee Reports;
 - Landscape Committee: Tom Trattner reported mission is to work towards the future. Planting project for this year is completed and funds were used with the exception of \$8,000. Mulching will be done on as need basis as cost to de-mulch is extremely high.
 - Roof Study Committee: Todd reported the committee will meet with 3 or 4 contractors the beginning of May who are certified under GAF Golden Pledge Warranty – 20 year Workmanship/40 year Product. Committee is aiming for a start date of October 2017 with planned completion sometime around April 2018. Reserves are built-up and with a delay in Villa painting the roof project should be covered.
 - Fine Committee: New member is needed. As per Florida Statue cannot be Board member or individual related to a Board member.
 - Social & Welcoming Committee: Joyce Winters reported successful St. Patrick's event. April Scavenger Hunt may be cancelled due to lack of participation. Woman's Tea on May 6th but monies due by April 21st to be included and Memorial Day celebration planned.
 - Nominating Committee: Thank you was given to committee for their time and efforts. New member will be needed.
 - Street Parking Committee: Large trucks/trailers parked on lawns and street continue to be a problem and new residents may be unaware of parking restrictions. Rules and regulations are on community website and copies

will now be included in Welcome package given to all new residents. Letters will be sent to every owner along with renters containing rules & regulations to insure every resident receives a copy. Motion was made by Ron Haase to cover minimal cost of printing/mailing and seconded by Todd Ziegler. Motion approved.

Unfinished Business:

- **Landscaping:** Final walk through was conducted on planting project and sign-off was approved.
- **Irrigation:** Extra decoders were approved and installed at a cost of \$2700. Controller also needs to be replaced at a cost of \$2000. Monies are budgeted. Motion made by Gary Winters and seconded by Ron Haase
- **Pool Bathroom Doors:** The kick plate replacement has been completed

New Business:

- **Phoebe Park Website:** Castaway Web to refurbish website for Phone/Android access. Charge to upgrade site is \$449 – monthly service fees remains unchanged. Motion to approve made by Todd Ziegler, seconded by Ron Haase. Motion approved.
- **Hillsborough County Mini Grant:** Chairperson needed for application process. Must attend one on-line workshop. Application deadline is August 9, 2017

Adjournment:

- Comments from the homeowners included discussions on overflow parking availability, visitor parking, concern for emergency vehicle access and irrigation over spray.
- Meeting was adjourned at 7:35PM. Motion to adjourn was approved by Ron Haase and seconded by Todd Ziegler.
- Next few meetings are all on Wednesdays as follows:
 - August 16, 2017 – Board Meeting
 - October 18, 2017 – Board Meeting

Respectfully Submitted,
Linda McPherson
Secretary