

**Phoebe Park Association
Board of Directors' Meeting
Wednesday, October 9, 2019
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 community website. Quorum was confirmed and board members, Ellen Chambliss, Todd Ziegler, Gary Winters, and Susan Melita were introduced to the audience. Board member Gregg Wyckoff was not present.
- Bonita Vandall, property manager was present.

Reports:

- **Report on landscaping and irrigation- Blake Giles, Capital:** Blake introduced Gary Hawkins, who will join Blake to oversee our landscaping and irrigation needs. Four irrigation zones are currently not operating. It will be address next week. Capital will also replace the new sod that was damaged by the lack of irrigation. Blake will announce, shortly, when the new mulch will be put down. If residents would like Capital to install black, heavy plastic boarder at your villa, please contact Ellen Chambliss. Capital will install the boarder along your sidewalk leading to your front door, around your front garden, and around your tree out front. This would help keep your new mulch from running down your property. Capital would charge the homeowner only \$ 200.00. Bonita will inquire if Capital will waive their stipulation of a minimum of 10 villas.
- **Secretary report by Susan Melita:** A motion to approve the April 24, 2019 minutes was made by Todd Ziegler and seconded by Gary Winters. The motion was approved.
A motion to approve the July 10,2019 minutes was made by Todd Ziegler and seconded by Gary Winters. The motion was approved.
- **The President's Report was given by Ellen Chambliss.**
- Capital Budget for the new fiscal year. Ellen presented the budget with a 2% increase from the previous year. A motion was made by Susan Melita to approve the budget and was seconded by Gary Winters. The motion passed.
- Three drainage proposals were presented by Ellen. The first proposal was for \$888.00. A motion was made by Susan Melita and seconded by Ellen Chambliss. The motion passed. The second proposal was for \$1,073.00. A motion was made by Susan Melita and seconded by Gary Winters. The motion passed. The third proposal was also for \$ 1073.00. A motion was made by Susan Melita and seconded by Gary Winters. The motion passed.
- Pool keys are still being distributed as residents return to Phoebe Park by Ellen Chambliss.
- The front gate was painted and is now bicycle friendly.
- Alligator warning signs will be placed at the ponds by Fishhawk.

- The paint committee is comprised of Andy Chambliss, Adrian Montanaro, Howard Hanson, Bob Ormsby, and Ross Lowry. The painting will take place in 2020.
- Occupancy signage was installed on the pool restroom doors.
- Ellen recognized Jim and Olivia Dunger for patriotic buntings on the front gates.
- Residents are welcome to make project suggestions for the 2020 Hillsborough HOA grants.
- A reserve study will be done in 2020.
- Joanne Montanaro has once again volunteered to do the quarterly newsletter.
- Our neighborhood directory is in the process of being updated.
- Holiday Open House will be on December 8th. The Hansons have volunteered to host the appetizers portion, and the Ormsby's have volunteered to host the dessert portion of our celebration. All residents are welcome to attend. If any resident would like to assist with party food, please contact the party hosts.
- **Treasurer's Report was given by Todd Ziegler.** Todd discussed our finances for this quarter and made budget recommendations for the new year. A motion was made by Ellen Chambliss and seconded by Gary Winters to approve the budget. The motion passed. The monthly resident payment will remain at \$235.00. A motion was made by Ellen Chambliss and seconded by Gary Winters to forgive a resident balance of \$3.19. The motion passed. Todd shared that the upcoming allocations for major improvements are:
Painting - \$186,000 Road Overlay - \$86,000 Concrete curb work - \$20,000

Manager's Report: Bonita Vandall gave her management report and discussed work orders that mainly dealt with landscaping issues. She also shared violations and inspection dates.

- Fine committee: The committee was not present
- ARC committee: They are handling tree removal requests and patio aluminum roofing requests.
- Social committee: The committee discussed the upcoming Halloween activities that were posted on our Facebook page. They also discussed the Veteran's Day breakfast and parade.
- Welcoming committee asked the community to continue to share the names of new residents.
- Street Parking Committee: If vehicles are repeatedly parking in the street overnight or across the sidewalk, that information should be shared with Bonita.
- The next scheduled meeting will be January 15, 2020.
- The annual meeting will be held on March 11, 2020.

Adjournment:

- Meeting was adjourned at 7:30pm.

Respectfully Submitted,

Susan Melita, Secretary