

**Phoebe Park Association
Board of Directors' Meeting
Wednesday, April 24, 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, Gregg Wyckoff, and Susan Melita were introduced to the audience.
- Bonita Vandall was present.
- Blake and Gary, representing Capital Landscaping, gave an update of recent activities regarding the installation of sod in the front of some villas. The placement of needed sod will be completed by May 1st.
- The irrigation schedule to help the grass thrive will allow sprinklers to run daily for 10 minutes. The rotors will run for 30 minutes 3 times a week.

Reports:

- The President's Report was given by Ellen Chambliss. She secured the Osprey Club for our upcoming meetings on:
7/10/19, 10/9/19, 1/15/20, and 3/11/20
- Secretary's report: A motion to approve the minutes from the March 13th meeting was made by Gary. It was seconded by Susan. The motion was approved.
A motion to approve the minutes from the March 28th meeting was made by Ellen. It was seconded by Gary and the motion was approved.
- Treasurer's Report was given by Todd Ziegler. A motion was made by Gary and seconded by Ellen to excuse a resident payment balance of \$3.68. The motion passed.
- Manager's Report: Bonita gave her management report and discussed work orders that mainly dealt with landscaping issues.
- Fine committee: There were no outstanding fines.
- ARC committee: There was nothing to report.
- Social committee: The annual ladies tea will be held on May 4th.
- Welcoming committee asked the community to share the names of new residents. Ellen presented updated informational sheets for our new residents.
- Street Parking Committee: If vehicles are repeatedly parking in the street overnight, that information should be shared with Bonita.

Unfinished Business

- Request was made for an extension of a violation notice for a broken glass pane in a garage door at 5822 Phoebebest Drive. A motion was made by Susan and seconded by Ellen to allow the resident an additional 14 days to do the repair.
- Request was made for an extension of a violation notice for a lifted sidewalk at 5924 Phoebebest Drive. Todd made a motion and it was seconded by Gary to extend the request to the middle of May. The motion passed
- A motion was made by Todd and seconded by Gary to approve the painting of the front gates by Kyle's Property Care for \$600.00. The motion passed.
- A motion was made by Susan and seconded by Gary to replace the pool gate lock and new resident keys for approximately \$605.00. The keys will indicate: Do Not Duplicate. The motion passed.
- There is a dead tree in the swale in front of 5847 Phoebebest Drive. Bonita will address the issue.
- The overlay of our streets is scheduled for 2020. Todd has volunteered to investigate the necessity and the costs.
- There is a proposal by Capital to continue the drainage installation along the Phoebebest retaining wall for \$3,705. A motion was made by Gregg and seconded by Gary. The motion passed.
- A proposal was made by Capital to install additional French drains along the Dorman side of Phoebebest Ave for \$ 1,995. The motion was made by Susan and seconded by Gary. The motion passed.
- A proposal was also made by Capital for sod replacement inside the front walk gate for \$350. The motion to approve was made by Susan and seconded by Todd. The motion passed.
- A motion was made by Gary and seconded by Todd to approve the new resident welcome sheets. The motion passed.

Adjournment:

- Meeting was adjourned at 7:51pm.

Respectfully Submitted,

Susan Melita

Secretary