

PHOEBE PARK ASSOCIATION, INC. BOARD
MEETING MAY 1, 2025, 6:30PM POOLSIDE AT
PHOEBE PARK

CALLED TO ORDER AT 6:30 PM BY KIM PONTILLO

ESTABLISHED QUORUM—KIM PONTILLO, LYNN MATTINGLY, LISA CHAN, AND KENITA MALLON WERE PRESENT.

KENITA READ THE MINUTES FROM APRIL 2, 2025. LISA MOTIONED TO APPROVE, SECONDED BY LYNN, APPROVED.

BUSINESS

- FINANCIALS - LISA REPORTED ON THE FINANCIAL STATUS AND PROPOSED MOVING \$290,000 FROM RESERVES TO CDs AT EDWARD JONES. KENITA MOTIONED TO APPROVE, SECONDED BY LYNN. MOTION APPROVED.
- COMMITTEE UPDATES
 - THE BOARD DISSOLVED THE LANDSCAPING COMMITTEE. LYNN AND KENITA WILL BE THE POINTS OF CONTACT FOR THE LANDSCAPERS.
 - SOCIAL COMMITTEE IS NOW LED BY CHARLOTTE ALBERT. SHE REPORTED USING A DIFFERENT APPROACH TO EVENTS IN THE FUTURE. SHE IS OPEN TO SUGGESTIONS AND TRYING TO GET PEOPLE TO SOCIALIZE MORE IN SMALLER GROUPS, INCLUDING EVENTS OUTSIDE OF PHOEBE PARK, I.E. A GROUP GOING OUT FOR A MEAL, MOVIE, OR EVENT. ANNE THOMAS VOLUNTEERED TO ASSIST CHARLOTTE. ALSO, ELLEN CHAMBLISS INVITED THE NEIGHBORHOOD TO HER GOLDEN RETRIEVER, JOJO'S BIRTHDAY PARTY ON HER DRIVE ON JUNE 1, 2025.
 - WELCOMING COMMITTEE - NANCY HUSING AND ANNE THOMAS HAVE AGREED TO REMAIN AS THE WELCOMING COMMITTEE. THE BOARD IS UPDATING OUR COMMUNITY DIRECTORY AND THE WELCOME PACKAGE TO BE PRESENTED TO NEW RESIDENTS WITHIN THE COMMUNITY.
- RESIGNATION/APPOINTMENTS
 - JOE CROCE HAS RESIGNED AS TREASURER, WITH LISA CHAN NOW IN THE ROLE OF TREASURER. THANK YOU, JOE, FOR VOLUNTEERING YOUR TIME AND EFFORTS.
 - KIM ASKED FOR A VOLUNTEER TO BECOME A 5TH AT-LARGE BOARD MEMBER. BOARD WOULD PREFER IT BE SOMEONE FROM PHOEBEPARK TO BALANCE OUT THE BOARD, SINCE THE OTHER 4 BOARD MEMBERS LIVE ON PHOEBENEST.
 - DAWN TRATTNER HAS AGREED TO ACCEPT THE POSITION OF AMBASSADOR WITH FISHHAWK HOA. MOTION TO APPROVE MADE BY LISA AND 2ND BY KENITA. MOTION APPROVED.
- MAINTENANCE UPDATES - THE WORK ON THE RETAINING WALL ON THE SOUTH SIDE OF PHOEBENEST DRIVE HAS BEEN COMPLETED. ALSO DISCUSSED WERE THE DEAD BUSHES FROM THE PLANTING PROJECT THAT WAS COMPLETED A FEW MONTHS AGO. ASI HAS AGREED TO REPLACE ALL THAT DIED.

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- RATIFY WALL AND SPRINKLER WORK ORDERS/INVOICES— A MOTION WAS MADE TO RATIFY A PAYMENT TO CENTRAL FLORIDA LANDSCAPING IN THE AMOUNT OF \$5,984 FROM OUR RESERVES FOR REPAIR OF THE RETAINING WALL. MOTION TO APPROVE BY KIM PONTILLO, SECONDED BY KENITA MALLON, APPROVED.
- THE COUNCIL BOARD TABLED NEW LANDSCAPING WORK ORDERS AND PROPOSALS UNTIL SUCH TIME AS A NEW LANDSCAPER HAS BEEN SECURED.
- LANDSCAPING BIDS — NEW PROPOSALS ARE UNDER CONSIDERATION BASED ON A REVISED SCOPE OF WORK TO INCLUDE TREE TRIMMING AS AN ONGOING MAINTENANCE ITEM. WE HAVE RECEIVED A TOTAL OF 4 BIDS AND REFERENCES HAVE BEEN CALLED. THE BOARD WILL HOLD A SPECIAL MEETING AFTER SELECTION TO INTRODUCE THE NEW COMPANY TO THE COMMUNITY.
- HOMEOWNER RESPONSIBILITY REMINDERS WERE DISCUSSED.

*GARDEN BEDS FROM THE FRONT DOOR BACK AND AROUND THE LANAI ARE THE RESPONSIBILITY OF THE HOMEOWNER.

*BE SURE TO REQUEST ARC APPROVAL FOR ANY CHANGES DESIRED OUTSIDE YOUR HOME.

*KEEP AREAS BETWEEN VILLAS AND LANAIS CLEAN AND OPEN FOR EVERYONE'S SAFETY.

*DO NOT LEAVE CARS PARKED ON THE STREET OVERNIGHT.

OPEN DISCUSSION- KIM OPENED THE FLOOR FOR QUESTIONS AND THE FOLLOWING ITEMS WERE DISCUSSED:

- ELLEN CHAMBLISS ASKED IF THE CREPE MYRTLES WOULD BE TRIMMED BY THE LANDSCAPERS. SEVERAL OTHER QUESTIONS ASKED ABOUT HOW THE SCOPE OF WORK WAS CHANGING. THESE WILL BE ADDRESSED AT THE SPECIAL MEETING TO INTRODUCE OUR NEW LANDSCAPER.
- ROSS LOWRY REMINDED EVERYONE TO CLEAN OUT THEIR GUTTERS SOON IN PREPARATION FOR HURRICANE SEASON.
- KIM PONTILLO ANNOUNCED A NEW EMAIL ADDRESS THAT HOMEOWNERS WILL SEE HoA.phoebepark@gmail.com
- A DISCUSSION ABOUT VIOLATIONS RESULTED IN A REMINDER THAT BOARD MEMBERS WALKING THE PROPERTY MAY INITIATE A VIOLATION AND ANGELA MCCARTHY INSPECTS THE FRONT AS PART OF HER PROPERTY MANAGEMENT DUTIES. ANGELA SENDS OUT THE VIOLATION LETTERS BASED ON HER MONTHLY INSPECTIONS AND FROM ANY REQUESTED BY THE BOARD. THE HOMEOWNER HAS 30 DAYS TO REMEDY THE VIOLATION WHEN A SECOND LETTER IS SENT. IF THERE IS STILL NO RESOLUTION MADE, THE MATTER IS TURNED OVER TO THE ATTORNEY. ANDY CHAMBLISS COMMENTED ON MANY VIOLATIONS IN THE BACK YARDS AND SUGGESTED AN ANNUAL WALK AROUND.
- KYM BURKE ASKED IF THERE WAS A LIST OF CONTRACTORS APPROVED FOR PHOEBE PARK. NO LIST EXISTS, BUT YOU CAN FIND RECOMMENDATIONS ON THE NEIGHBORHOOD FACEBOOK PAGES.

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- A SUGGESTION TO SEND A MASS EMAIL ABOUT WHAT MAINTENANCE IS THE OWNER RESPONSIBILITIES.
THE BOARD WILL TAKE THIS SUGGESTION FOR ACTION.
- “THANK YOU” WAS OFFERED BY THE OWNERS TO THE BOARD MEMBERS — OLD AND NEW.

LYNN MADE A MOTION TO ADJOURN, WHICH KENITA SECONDED. MEETING ADJOURNED AT 7:09 P.M.