

PHOEBE PARK HOA BOARD MEETING AUGUST 13, 2025  
OSPREY CLUB, FISHHAWK RANCH

**CALLED TO ORDER AT 6:30 PM BY KIM PONTILLO**

**ESTABLISHED QUORUM**—KIM PONTILLO, LYNN MATTINGLY, LISA CHAN, AND KENITA MALLON WERE PRESENT. ALSO IN ATTENDANCE WAS VANGUARD MANAGEMENT GROUP, VP OF COMMUNITY RELATIONS, MESHALL LAVERGNE, AND OUR NEWLY ASSIGNED PROPERTY MANAGER, TAYLOR MCQUOWN.

**INTRODUCTION** OF NEW PROPERTY MANAGER WITH VANGUARD, TAYLOR MCQUOWN.

**APPROVAL OF MINUTES** FOR MAY 1, 2025, REVIEWED BY KENITA. MOTION TO APPROVE WAS MADE BY KENITA, AND WAS SECONDED BY LYNN. MOTION APPROVED.

**COMMITTEE UPDATES WERE PROVIDED AS FOLLOWS:**

- **SOCIAL COMMITTEE.** CHARLOTTE ALBERT DESCRIBED SEVERAL EVENTS PLANNED FOR LABOR DAY, HALLOWEEN, AND CHRISTMAS.
- **ARC COMMITTEE.** HOWARD HANSON EXPLAINED THE ARC PROCESS.
- **WELCOME COMMITTEE.** ANNE THOMAS DISCUSSED THE NEW WELCOME PACKET, WHICH CONTAINS AN UPDATED DIRECTORY AND HURRICANE PREPAREDNESS INFORMATION PREPARED BY HILLSBOROUGH COUNTY.

**BUSINESS:**

- **FINANCIALS.** LISA PROVIDED A TREASURER'S REPORT OF OUR FINANCIALS AND PROPOSED TRANSFERRING \$53K OVER TO OUR EDWARD JONES INVESTMENT ACCOUNT FROM THE PINNACLE BANK RESERVE ACCOUNT. THIS WILL BE ADDED TO ADD TO A C.D. MATURING IN SEPTEMBER. A MOTION TO APPROVE WAS MADE BY KIM AND WAS SECONDED BY KENITA. MOTION APPROVED.
- **APPOINTMENT OF BOARD MEMBER.** KIM INTRODUCED LORI FORSYTHE AS THE NEWEST MEMBER OF OUR BOARD. LORI WILL BE FILLING THE VACANT AT-LARGE POSITION. THE MOTION TO APPOINT LORI WAS MADE BY KIM AND SECONDED BY LYNN. MOTION APPROVED

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- KIM PROVIDED AN UPDATE ON THE WORK WE HAVE TO DO AT THE POOL AND AN EXPLANATION OF WHY WE ARE HAVING TO MAKE THESE REPAIRS. DUE TO THE ISSUES WITH OUR PRIOR POOL MAINTENANCE COMPANY, WE HAVE HAD TO REPLACE THEM.
- **RATIFICATION** TO APPROVE A NEW POOL MAINTENANCE COMPANY, **BALDERSTON POOLS**, TO INCLUDE REPLACING THE POOL PUMP FOR **\$2,948** TO BE PAID FROM OUR PINNACLE RESERVE FUND. A MOTION TO APPROVE WAS MADE BY KIM AND SECONDED BY LISA. MOTION APPROVED.
- **RATIFICATION** OF POOL REPAIRS. A MOTION TO APPROVE THE REPLACEMENT OF THE POOL AUTO-FILL MECHANISM AND THE FLOW METER - TOTALING ABOUT **\$600** - WAS MADE BY LYNN AND SECONDED BY LISA. MOTION APPROVED.

## **PRESIDENT'S REPORT**

SINCE OUR LAST BOARD MEETING, THE BOARD HAS ENTERED INTO A CONTRACT WITH A NEW LANDSCAPER, **NEW LEAF STANDARDS**. THE BASE PRICE FOR THEIR SERVICES IS A BIT MORE EXPENSIVE THAN WHAT WE WERE PAYING TO **ASI**; HOWEVER, THE AGREED-UPON SCOPE OF WORK IS CONSIDERABLY LARGER. THREE OTHER COMPANIES PROVIDED BIDS FOR OUR BUSINESS, BUT ALL THREE WERE MORE EXPENSIVE AND STILL CHARGED EXTRA FOR ADDITIONAL SERVICES LIKE LEAF PICK UP AND TREE TRIMMING. THE ONLY OUT-OF-CONTRACT EXPENSES WE WILL HAVE WITH **NEW LEAF** ARE FOR SPECIAL ITEMS SUCH AS **SOD**, **MULCH**, MAJOR IRRIGATION REPAIR, AND ITEMS THAT ARE OUT OF THE NORM. OUR IRRIGATION SYSTEM IS FULLY OPERATIONAL, AND WE HAVE BEEN GIVEN THE IRRIGATION SCHEDULE TO SHARE WITH OUR RESIDENTS.

THE WEED SPRAY RECENTLY APPLIED BY **NEW LEAF** DID A GREAT JOB IN TAKING OUT A LARGE PORTION OF THE WEEDS. BASED ON THE ADVICE OF **JESSICA URBANEK** WITH **NEW LEAF**, WE ARE CONSIDERING DOING SOME **SOD** REPLACEMENT INSTEAD OF **MULCHING** THIS FALL. **MULCH** WILL THEN BE REPLACED IN THE SPRING. THIS DECISION WILL BE MADE IN THE NEXT FEW MONTHS. THE TREE TRIMMERS ARE DUE BACK IN LATE **SEPTEMBER** OR EARLY **OCTOBER**. TRIMMING ON **BIRD OF PARADISE** PLANTS IS ONGOING, AND **CREPE MYRTLE** TRIMMING WILL FOLLOW.

WE ALSO HIRED A NEW POOL COMPANY - **BALDERSTON POOLS** – FOR REGULAR POOL CLEANING AND TO DO THE REQUIRED REPAIRS ON OUR SYSTEM. WE WILL BE PAYING **\$450** LESS PER MONTH FOR CLEANING.

ALL OF THE ELECTRICAL OUTLETS AT THE POOL HOUSE HAVE NOW BEEN REPAIRED OR REPLACED.

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WE HAD A VERY SUCCESSFUL CLEAN-UP DAY AT THE POOL WITH A GOOD TURNOUT FROM OUR NEIGHBORS. THANKS TO ALL WHO PARTICIPATED AND ASSISTED WITH THESE EFFORTS.

OUR DISASTER PLAN HAS BEEN UPDATED WITH VANGUARD.

PHOEBEPARK AVENUE HAS A NEW STREET SIGN.

OUR POOL GATE IS RUSTED OUT AND IN NEED OF REPAIR. THE BOARD IS IN THE PROCESS OF GETTING BIDS TO REPLACE OR REPAIR THE GATE. ONCE WORK ON THE GATE IS COMPLETED, WE WILL BE HIRING A LOCKSMITH TO REPAIR OR REPLACE THE LOCK.

RENTAL RESTRICTIONS. THE BOARD IS PROPOSING CHANGES TO OUR HOA GOVERNING DOCUMENTS TO INCLUDE STRICTER RENTAL RESTRICTIONS WITHIN PHOEBE PARK. THE PURPOSE IS TO PREVENT NEW BUYERS WHO PURCHASE WITH AN IMMEDIATE INTENT TO RENT OUT THEIR PROPERTY. A COPY OF THE PROPOSED AMENDMENT WAS PROVIDED TO ALL OWNERS WITH THE MEETING AGENDA EMAILED IN ADVANCE OF THE MEETING. CURRENTLY, 18% OF PHOEBE PARK IS NON-OWNER-OCCUPIED. WE ARE ASKING FOR A MINIMUM OF 1 YEAR OF OWNERSHIP BEFORE BEING ABLE TO RENT, WITH EXCEPTIONS FOR ESTATE TRANSACTIONS, MILITARY DEPLOYMENT, OR JOB RELOCATIONS OUTSIDE OF 50 MILES, AND FOR MEDICAL REASONS. WE WILL BE ANNOUNCING A SPECIAL MEETING FOR THIS VOTE IN THE NEAR FUTURE.

HOMEOWNER QUESTIONS AND DISCUSSION WERE MOSTLY PERTAINING TO THE PROPOSED AMENDMENT FOR RENTAL RESTRICTIONS.

**THE MEETING WAS ADJOURNED AT 7:45 AT THE MOTION OF LORI, SECONDED BY LISA.**

***THIS MEETING WAS AVAILABLE ON ZOOM or IN PERSON AT THE OSPREY CLUB.***