

PHOEBE PARK HOA BOARD MEETING

(BUDGET, SPECIAL ELECTION & HILLSBOROUGH MINI-GRANT APPLICATION)

OCTOBER 8, 2025

6:30 P.M., OSPREY CLUB

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

ESTABLISHED QUORUM—KIM PONTILLO, LYNN MATTINGLY, LISA CHAN, KENITA MALLON AND LORI FORSYTHE WERE PRESENT. ALSO IN ATTENDANCE WAS VANGUARD MANAGEMENT GROUP PROPERTY MANAGER, TAYLOR McQUOWN.

APPROVAL OF MINUTES FOR AUGUST 13, 2025, AS POSTED ON THE PHOEBE PARK WEBSITE, AND REVIEWED BY KENITA. MOTION TO APPROVE WAS MADE BY LYNN AND WAS SECONDED BY LISA. MOTION APPROVED.

BUSINESS:

• **FINANCIALS & BUDGET FOR 2026.**

- LISA PRESENTED A MOTION TO TRANSFER 100% OF THE MONTHLY POOLING RESERVES STARTING IN NOVEMBER 2025 TO OUR EDWARD JONES INVESTMENT ACCOUNT TO BE INVESTED IN OUR GOVERNMENT BACKED-MUTUAL FUND AND FUTURE CD'S IN ORDER TO EARN A HIGHER INTEREST RATE. THIS TRANSFER WOULD OCCUR BY THE 15TH OF EACH MONTH FROM OUR PINNACLE FINANCIAL PARTNERS RESERVE ACCOUNT TO OUR EDWARD JONES ACCOUNT, AS LONG AS THERE IS A MINIMUM OF \$30,000 REMAINING IN THE PINNACLE RESERVE ACCOUNT, AND THERE ARE NO ANTICIPATED REPAIRS/REPLACEMENTS THAT MONTH THAT WOULD REQUIRE FUNDING, AT WHICH TIME THE BOARD CAN RESERVE THE RIGHT TO TRANSFER LESS THAN 100% OF THE MONTHLY POOLING RESERVE FUNDS. A MOTION TO APPROVE WAS MADE BY KENITA AND WAS SECONDED BY LYNN. MOTION APPROVED.
- A COPY OF THE 2026 BUDGET WAS PROVIDED TO ALL ATTENDEES. LISA REVIEWED THE HOA'S CURRENT FINANCIAL STANDING AND EXPLAINED WHY THERE WOULD BE AN INCREASE IN NEXT YEAR'S HOA FEE TO \$315.00 PER MONTH. SHE WENT OVER WHICH MONTHLY COSTS ARE EXPECTED TO RISE AND INFORMED EVERYONE THAT ROOF REPLACEMENTS ARE SCHEDULED TO BEGIN IN 2032, PER LAST YEAR'S RESERVE STUDY. THAT PROJECT WOULD COST OVER TWO MILLION DOLLARS AND THE HOA WOULD NEED TO START SAVING FOR THAT NOW. MOTION TO APPROVE THE BUDGET WAS MADE BY KENITA, SECONDED BY LYNN. MOTION APPROVED.

PHOEBE PARK HOA BOARD MEETING

(BUDGET, SPECIAL ELECTION & HILLSBOROUGH MINI-GRANT APPLICATION)

OCTOBER 8, 2025

6:30 P.M., OSPREY CLUB

- PATTI VINCENZINI PRESENTED DETAILS OF THE 2026 HILLSBOROUGH COUNTY MINI-GRANT THAT SHE IS APPLYING FOR ON BEHALF OF THE PHOEBE PARK HOA. SHE HAD PREVIOUSLY EXPLAINED THE REQUIREMENTS AND PROCEDURES OF THE GRANT DURING THE LAST HOA MEETING ON AUGUST 13, 2025. AFTER RESEARCHING WHICH ITEMS WOULD BEST BENEFIT THE PHOEBE PARK COMMUNITY, THE ITEMS THAT WILL BE APPLIED TOWARDS THE GRANT ARE:
 - THREE (3) OUTDOOR SUN UMBRELLAS TO INCLUDE BASES COSTING APPROXIMATELY \$2,600.00
 - ONE (1) LITTLE FREE LIBRARY OUTDOOR BOX KIT COSTING APPROXIMATELY \$660.00, AND
 - OUTDOOR SOLAR LIGHTS COSTING APPROXIMATELY \$175
 - PATTI ALSO ADVISED THAT SHE WOULD BE REQUIRING THE ASSISTANCE OF TEN (10) VOLUNTEERS TO HELP PUT ALL THE ITEMS PURCHASED TOGETHER. SHE EXPLAINED THAT IF THE GRANT APPLICATION IS APPROVED, THE HOA WOULD PURCHASE THE ITEMS AND BE REIMBURSED WHEN THE GRANT FUNDS ARE DISBURSED. MOTION TO APPROVE THE APPLICATION FOR THE GRANT WAS MADE BY LYNN AND SECONDED BY LORI. MOTION WAS APPROVED BY THE BOARD.
- PRESIDENT'S REPORT INCLUDED:
 - UPDATE ON LANDSCAPING THAT HAS BEEN DONE SINCE THE LAST MEETING. TREE TRIMMING CONTINUES DURING OCTOBER. RESIDENTS WERE REMINDED THAT THEIR DRIVEWAY SHOULD BE CLEAR WHEN THE TREES ARE BEING TRIMMED TO AVOID ANY DAMAGE TO VEHICLES. IF THE DRIVEWAY IS OCCUPIED, THE LANDSCAPERS MAY NOT BE ABLE TO TRIM.
 - SOD INSTALLATION TENTATIVELY TO BEGIN BEFORE THE END OF OCTOBER. THE BOARD IS RELYING HEAVILY ON JESSICA TO DETERMINE WHERE TO REPLACE SOD, BASED ON THE IRRIGATION ZONES. MOTION WAS MADE TO FUND \$10,000 IN SOD PURCHASE/INSTALLATION FROM THE PINNACLE BANK RESERVE ACCOUNT. MOTION TO APPROVE WAS MADE BY LYNN, SECONDED BY LISA. MOTION APPROVED.
 - REMOVAL OF MAGNOLIAS AND CREPE MYRTLES WAS DISCUSSED. RESIDENTS WERE REQUESTED TO RESPOND TO THE EMAIL REGARDING PREFERENCE FOR THE TREES

PHOEBE PARK HOA BOARD MEETING

(BUDGET, SPECIAL ELECTION & HILLSBOROUGH MINI-GRANT APPLICATION)

OCTOBER 8, 2025

6:30 P.M., OSPREY CLUB

ON THEIR PROPERTY AS SOON AS POSSIBLE. TREES TO BE REMOVED WILL BE MARKED FOR REMOVAL BY THE BOARD. THE REMOVAL OF THE TREES IS AT NO COST TO THE HOMEOWNERS. THERE ARE NO PLANNED TREE REPLACEMENTS PLANNED FOR THOSE THAT ARE REMOVED. ANY PLANT REPLACEMENT FOR THE CREPE MYRTLE REMOVED FROM BEHIND THE FRONT DOOR WILL BE AT THE DISCRETION AND PERSONAL EXPENSE OF THE HOMEOWNER PENDING AN ARC APPROVAL. A MOTION TO APPROVE TREE REMOVAL/TRIMMING WAS MADE BY KENITA, SECONDED BY LYNN. MOTION APPROVED.

- A MOTION WAS MADE TO BYPASS THE ARCHITECTURAL COMMITTEE FOR APPROVAL ON THE MAGNOLIA/CREPE MYRTLE REMOVAL SINCE IT IS A COMMUNITY WIDE ACTION. MOTION MADE BY KENITA, SECONDED BY LYNN. MOTION APPROVED.

A MOTION TO ADJOURN WAS MADE BY LISA, AND SECONDED BY LYNN. MEETING WAS ADJOURNED AT 7:28PM.

A SPECIAL MEETING FOR THE RENTAL RESTRICTIONS AMENDMENT WAS CALLED TO ORDER AT 7:28PM BY KIM PONTILLO.

TAYLOR McQUOWN ANNOUNCED THAT THE VOTES HAD BEEN COUNTED, BUT THE NUMBER OF VOTES WAS INSUFFICIENT TO APPROVE THE AMENDMENT. A MOTION TO CONTINUE AND EXTEND THE VOTE FOR NO MORE THAN 90 DAYS WAS MADE BY LISA, SECONDED BY LORI, AND APPROVED BY THE BOARD. A NEW DATE WAS TENTATIVELY SELECTED FOR THE VOTES TO BE RECEIVED BY DECEMBER 17, 2025, AT 6:30PM, AT WHICH TIME THE BOARD WILL RECONVENE TO DETERMINE THE RESULTS OF THE VOTE TO AMEND.

THIS MEETING WAS ADJOURNED AT 7:35PM.

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