

PHOEBE PARK HOA ANNUAL MEMBERSHIP AND BOARD OF DIRECTORS MEETING

MARCH 25, 2026

6:30 P.M., OSPREY CLUB

ANNUAL MEMBERSHIP MEETING

CALLED TO ORDER AT 6:30PM PM BY LORENZO BERRY.

ESTABLISHED QUORUM—KIM PONTILLO, LYNN MATTINGLY, LISA CHAN, KENITA MALLON AND LORI FORSYTHE WERE PRESENT. ALSO IN ATTENDANCE WAS VANGUARD MANAGEMENT GROUP PROPERTY MANAGER, LORENZO BERRY AND SUPERVISOR, MESHHELL LAVERNE .

APPROVAL OF MINUTES FOR DECEMBER 17, 2025, AS POSTED ON THE PHOEBE PARK WEBSITE, AND WAIVED BY KENITA. MOTION TO APPROVE WAS MADE BY KENITA AND WAS SECONDED BY LYNN. MOTION APPROVED.

ELECTION/CONFIRMATION OF THE HOA BOARD- ELECTION WAS NOT NEEDED SINCE THE EXISTING BOARD MEMBERS WERE THE ONLY NOMINEES FOR THE FIVE POSITIONS. THEY HAVE AGREED TO RETAIN THEIR CURRENT POSITIONS.

RESULTS OF VOTE ON AMENDMENT REGARDING ARC APPROVALS. INSUFFICIENT NUMBER OF PROXIES WERE RECEIVED FOR DECISION. THEREFORE, MORE PROXIES WILL BE SOLICITED AND THIS ITEM IS DEFERRED UNTIL THE MEETING HELD ON JUNE 10, 2026.

A MOTION TO ADJOURN WAS MADE BY KENITA, AND SECONDED BY LYNN. MEETING WAS ADJOURNED AT 6:35PM TO BE FOLLOWED BY THE BOARD OF DIRECTORS MEETING.

BOARD OF DIRECTORS MEETING

CALLED TO ORDER AT 6:35PM PM BY KIM PONTILLO.

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

BUSINESS:

TREASURER'S REPORT - Per our December 2025 Income Statement, we ended the year with a positive net income of \$3,437.

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Our December 2025 Balance Sheet showed our Total Assets were \$962,674 with Total Reserves at \$913,420.

This year the board will be funding two repair projects: Seal Coating the Roads, and Resurfacing the Pool. These projects will cost over \$43,000.

In December, 2025, we had one of our 12-month CD's mature in our Edward Jones Investment account. We re-invested those funds totaling \$225,000 into two four (4) year CD's maturing in December 2030 at a 3.9% interest rate.

Last week, we had another CD mature. Those funds plus \$50,000 from our money market account, in total \$285,000, were used to invest in two (5) year CD's maturing in April 2031 at a 4.1% interest rate.

Currently the total amount in our Edward Jones account is \$898,578 consisting of six (6) CD's + Money Market Account. Approximately 57% of our portfolio consists of long term, 4-5 year, CD's.

As of March 25, 2026:

Phoebe Park HOA Pinnacle Bank Reserve Account: \$58,728
Pinnacle Bank Operating Account: \$43,811

(Not including Account Receivables) Total Assets = \$1,001,117

- COMMITTEE UPDATES

- ARC COMMITTEE – KIM ANNOUNCED THAT THE COMMITTEE SIZE HAD INCREASED AND NOW CONSISTED OF BILL SIMONE AS CHAIR, SANDY STEINKE, EDOUARDO ORTIZ, RICK JACKSON AND ROSS LOWRY. THEY ARE REVIEWING THE DESIGN STANDARDS TO DETERMINE IF THEY NEED UPDATING AND PRESENT THEM FOR APPROVAL AT A FUTURE MEETING.
- SOCIAL COMMITTEE – MEMBERS INCLUDE ANNE THOMAS, JANE JACKSON, DENISE ORTIZ AND JAN JENSEN. ANN REMINDED ALL OWNERS TO CONTACT THEM IF A NEW RESIDENT IS NOTICED.

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- WELCOME COMMITTEE – MEMBERS OF THIS COMMITTEE ARE ANNE THOMAS AND NANCY HUSING
- SUPPORT COMMITTEE – THIS COMMITTEE IS BEING DISBANDED BECAUSE OF A GENERAL LACK OF INTEREST. IT MAY BE RECONSTITUTED IF A VOLUNTEER COMES FORTH TO CHAIR IT.
- RULES AND REGULATIONS (AD HOC) COMMITTEE – VOLUNTEERS TO WORK ON THIS COMMITTEE WERE JANE JACKSON, SUE MELITA AND MIKE LATOUR. THEY WILL REVIEW OUR COMMUNITY DOCUMENTS TO UPDATE AND MAKE SURE THEY ARE IN COMPLIANCE WITH NEW LAWS AND REGULATIONS RECENTLY IN EFFECT.
- PRESIDENT’S REPORT AND PROJECT UPDATES:
 - PAST PERFORMANCE: KENITA READ OFF A LIST OF ITEMS THAT HAD BEEN ACCOMPLISHED DURING THE 12 MONTHS THIS BOARD HAS BEEN IN OFFICE.
 - MANAGEMENT FIRM: KIM ANNOUNCED THAT VANGUARD HAS BEEN TERMINATED AND A NEW MANAGEMENT COMPANY WILL TRANSITION DURING APRIL. THE TERMINATION AGREEMENT WAS ACCEPTABLE TO BOTH PARTIES AND THERE WAS NO ASSOCIATED ADDITIONAL COST WITH IT. THE NEW COMPANY IS CALLED MACNEIL MANAGEMENT SERVICES, INC AND THEY ARE LOCATED IN BRANDON. A MOTION WAS MADE TO APPROVE THE TERMINATION OF VANGUARD AND HIRE MACNEIL BY LYNN, SECONDED BY LISA AND UNANIMOUSLY APPROVED.
 - COUNTY GRANT: KIM THANKED LISA CHAN, LORI FORSYTHE, AND PATTI VINCENZINI FOR ALL OF THEIR SUCCESS IN OBTAINING THE GRANT. POOL UMBRELLAS AND BASES ARE ORDERED AND THE MINI FREE LIBRARY HAS BEEN DELIVERED AND IN NEED OF ASSEMBLY. CHARLOTTE ALBERT VOLUNTEERED TO ASSEMBLE IT.
 - POOL REPAIR AND RESURFACING: A CONTRACT HAS BEEN AWARDED TO AQUARESQ TO MAKE REPAIRS AND TO RESURFACE THE POOL AND FOUNTAIN. MELINDA WALSH HELPED THE BOARD PICK OUT THE TILES THAT WILL BE USED AND DEMOLITION WILL BEGIN THIS WEEK AND WORK WILL PROCEED FOR ABOUT 2

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WEEKS. THE POOL WILL REMAIN CLOSED FOR ABOUT 6 WEEKS TO ALLOW FOR THE NEW FINISH TO SET PROPERLY. FOR THE TIME IT IS CLOSED, STARLING AND OSPREY POOLS ARE OPEN FOR USE. A MOTION TO APPROVE THE REPAIRS AND RESURFACING WAS MADE BY KENITA, SECONDED BY LYNN, AND UNANIMOUSLY APPROVED.

- LANDSCAPING: KIM PRAISED THE WORK DONE BY NEW LEAF HORTICULTURE. THE BIRD OF PARADISE PLANTS ARE BEING CUT TO REMOVE DEAD LEAVES, HEAVY TRUNKS ARE BEING CUT TO 3 FT. HEDGES ARE BEING TRIMMED TO REMOVE DEAD LEAVES, PHOEBENEST IS GETTING NEW SOD IN NEEDED PLACES, AND MAGNOLIA TREES ON PHOEBEPARK WILL BE REMOVED AS NEW SOD IS PLACED THERE. NOT DOING ANY PLANT REPLACEMENTS AT THIS TIME. MOTION TO APPROVE THIS WORK WAS MADE BY LYNN, SECONDED BY KENITA, AND UNANIMOUSLY APPROVED.
- ROAD RESEALING: AN AGREEMENT FOR \$15,586 HAS BEEN REACHED WITH DMI TO PERFORM THE WORK ABOUT APRIL 21-23. IT WILL TAKE 3 DAYS TO COMPLETE, DOING 1 STREET AT A TIME, AND THE ROADS WILL BE CLOSED OFF TO DRIVING WHILE THE APPLICATION CURES. THE CURING PROCESS IS ESTIMATED TO BE UP TO 24 HOURS. IT CANNOT BE DRIVEN ON DURING THAT PROCESS. A MOTION TO APPROVE THIS ACTION WAS MADE BY LISA, SECONDED BY LYNN AND APPROVED UNANIMOUSLY.
- SURVEY OF BACKLINE OF PHOEBENEST DRIVE: A SURVEY HAS NOT BEEN DONE SINCE BEFORE THE BUILDING OF THE ADJACENT NEIGHBORHOOD, WRENWOOD, AND THE PROPERTY MARKERS CAN NO LONGER BE FOUND. THIS CAUSES A POSSIBLE ENCROACHMENT ISSUE SO A NEW SURVEY OF THAT AREA IS SCHEDULED FOR APRIL 7, 2026. A MOTION WAS MADE TO APPROVE THE SURVEY BY LISA, SECONDED BY LORI AND UNANIMOUSLY APPROVED.
- SIDEWALKS: TRIPPING HAZARDS HAVE BEEN MARKED WITH YELLOW PAINT. BIDS ARE BEING OBTAINED TO GRIND THESE AREAS DOWN BUT IN THE MEANTIME, PLEASE WATCH YOUR STEP.
- QUESTIONS FROM AUDIENCE:

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- **MULCH** - A RECOMMENDATION WAS MADE TO DOUBLE CHECK WITH NEW LEAF ABOUT THE BEST TIME TO BLOW NEW MULCH. ONE SUGGESTION WAS TO HAVE IT DONE IN NOVEMBER SO THAT IT IS FRESH FOR THE HOLIDAY SEASON. ALSO OF CONCERN WAS IF WE NEED TO REMOVE MORE THAN WHAT IS BEING REMOVED AND SINCE IT WILL BE “BLOWN” INSTEAD OF SPREAD, CARE SHOULD BE TAKEN TO PREVENT INTERFERENCE WITH THE A/C SYSTEMS.
- **WARRANTIES** – ANDY CHAMBLISS COMMENTED ON THE FACT THAT THE WARRANTIES FOR THE PAINT WAS 10 YEARS AND ROOFS WERE 20 YEARS. THIS FACT NEEDS TO BE CONSIDERED FOR THE RESERVES THAT FUND THOSE REPLACEMENTS. DISCUSSION LED TO LISA MAKING NOTE THAT SHE WILL REVIEW THIS BEFORE THE NEXT BUDGET MEETING TO SEE IF ANY CHANGES NEED TO BE MADE.

A MOTION TO ADJOURN WAS MADE BY LISA, SECONDED BY KENITA, AND UNANIMOUSLY APPROVED. MEETING WAS ADJOURNED AT 7:20PM.