

THE ESTUARY

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
Panther Trace II Clubhouse
11518 Newgate Crest Drive, Riverview, FL
January 19, 2023**

Meeting Minutes

1. Call to Order-Certifying of Quorum

The meeting was called to order at 6:30 p.m. by President Coy Reavis. Directors Kevin Hartzog, Phildra Swagger and Alan Brown were also in attendance; therefore, a quorum was established. It was confirmed that the meeting notice was posted. Jeana Wynja represented McNeil Management.

Approval of Minutes

The Board was presented with the minutes from October 20, 2022 and December 5, 2022. Discussion regarding clarification occurred regarding the October minutes. Kevin clarified that minutes should reflect the following: HOA will handle the HOA's part in regard to root pruning a pine tree but homeowner must communicate to Association within the next 6 months from this point. Coy was appointed to contact remaining homes to see if they needed root pruning.

On Motion: Duly made by Kevin, second by Coy, and carried forward by Alan.

Resolve: To approve the October 20, 2022 with adjustments above, and the December 5, 2022 minutes as presented.

2. Reports

The manager presented financial reports and management reports. The 2023 Assessment Notice and Budget were mailed to all homeowners on November 30, 2022. Manager will file the Affidavit of Mailing in the Association's files. The Board is researching CD rates and will update the manager regarding progress. Manager reviewed the Association's Uniform Collection Policy. Board members present acknowledged to follow Policy presented.

3. Committees

Covenant Enforcement Committee (CEC): No minutes to approve and nothing to report.

Spirit Committee: Ashley Huber and Danielle Rizzo presented. Reconciliation of 2022 spending occurred. 2023 Committee budget presented. Newsletter is now digital. Copy of insurance certificate for the Santa was provided to the Association. Ashley will contact Association's insurance regarding requirements for events and vendors. Kailen Deale is no longer a member on the Spirit Committee; new member is Danielle Ackerman. The current Spirit Committee members are: Ashley Huber, Dani Fruits and Danielle Ackerman. The Committee is looking into a new storage facility. Regarding food trucks, unless trucks are blocking an entire lane of traffic, no permit required by County; Spirit Committee to send email regarding this information.

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Architectural Committee (ARC): All applications are current. Alan inquired about approval of a tree recently for Unit ID 11185.

On Motion: Duly made by Coy, second by Kevin, and carried forward by Phildra.

Resolve: For Coy to discuss with ACC.

Grounds Committee: Susan Meehan presented on behalf of the Committee regarding updates and cleanup performed by LMP, tree root pruning, Albatross entrance updates, fences that have been fixed, playground landscaping cleanup, inform about stolen plants at entrance. Alan inquired about irrigation reports; Susan to research. Finger lake was seeded in 2022 but seed didn't take. Committee received 3 proposals to install sod; working on access issue to bring sod to location. The Board ratified approval of two estimates, from LMP & MD's Turf Surgeons of Tampa; checks cut in year 2022 in order to pay out of the Grounds Committee 2022 budget: Estimate # 80700 for \$1,511.85 for landscaping under pine trees in dog station area. Estimate #3446 for \$1,850.00 for root pruning events and reset fence.

On Motion: Duly made by Kevin, second by Phildra, and carried forward by Coy.

Resolve: To approve estimates as presented.

Neighborhood Watch: Nothing to report; seeking volunteers.

4. Old Business

Rice Creek conservation: Report from Alan was provided to the Board via email.

5. New Business

Website Proposals: Coy presented. Two proposals for new website with annual fee of around \$600. Tabled review of proposals.

Tree Standardization Committee: Board decided to draw from a hat 7 of the 12 names on the list of owners who volunteered to comprise the Committee. Names were drawn by a homeowner in the audience. The following names were pulled: Anne Chevillot, Nikola Feliz, Craig Fossett, Sandy Keuper, Melissa Muse, Michelle Quessenberry and Alvin Speights.

Tree sprouts growing on trunks: Newsletter article published regarding County's recommendations of handling 'basal shoots' growing on trunk of trees. Community standards need to reflect key terms regarding growth on tree trunk for trimming.

6. Adjournment

On Motion: Duly made by Kevin, second by Phildra and carried forward by Coy.

Resolve: To adjourn the meeting at 8:15 p.m.

APPROVED BY THE BOARD OF DIRECTORS 2/20/2023

Prepared by Manager on behalf of Secretary