

**Phoebe Park Association  
Budget Workshop Minutes  
September 22, 2009  
Phoebe Park Pool**

**Call to Order:**

- 1 The Meeting was called to order at 6:30 p.m. Board Members in attendance were Howard Hanson, Adrian Montanaro, Gary Winters and Margaretta Delgado. (Joe Isabel was not in attendance.) Brenda Annett from Communities of America, Inc. was also present. Several homeowners were in the audience.
- 2 Meeting was properly advertised with sign posted at Phoebe Park Gate and on the website. This action was initiated by Adrian Montanaro on Saturday afternoon at 4pm.
- 3 The Minutes of our July 21, 2009 meeting were not approved today because this meeting was not part of our regularly scheduled meetings.

**New Business:**

- Adrian drafted the 2010 Proposed Budget and made a copy available to the board members prior to the meeting for our review and comments. In addition, at today's meeting Brenda provided the board members with a 2010 Proposed Budget Packet that was prepared by Mae Gordon of Communities of America. With this packet and what was drafted by Adrian, we discussed the proposed 2010 Budget line by line. There were several lines that were discussed and need to be revised by both proposals based on comments and/or suggestions made by all board members in attendance and Brenda of COA. Brenda will have the 2010 Proposed Budget Packet revised by Mae and presented to the Board once again for review. Upon finalization, there is a page in the Packet that will be initialed by the President – Adrian Montanaro, Treasurer – Gary Winters on behalf of Phoebe Park Association and Brenda Annett – Manager of COA. The Proposed Budget will be presented at our next scheduled meeting on October 20, 2009.
- It was noted that another Reserve Study should be done and that we should go ahead with plans to have it done in order to ensure that the amounts held in reserve are adequately sufficient.
- Several issues about the Reserve Study were discussed in detail. One of which was the need to increase funds in our Reserves for roof replacement. Various considerations on how to go ahead with roof replacement and to avoid a special assessment for roof replacement was discussed.
- The Pool Contractor quotes were discussed. Two bids were presented. The board has selected to go with both the pool maintenance and maid service which will be Absolute and the Maid Service. Brenda has been asked to go ahead with the termination of the current provider giving him 30 day notice. The budget has been set for \$9,100 with new service beginning on November 1<sup>st</sup>.
- The Painting at Sand Hill was discussed briefly. Adrian and several others went over to Sand Hill to inspect the project and were completely satisfied with the results. Brenda has been asked to acquire the paint specifications. Further

discussion about this has been deferred to our regular meeting being held next month.

### **Unfinished Business:**

- Sod replacement was discussed by Chuck Metzger. Chuck will have by Thursday, September 24<sup>th</sup> revisited and readdressed his viewing of the areas with Phoebe Park that requires replacement. He did mention that some of the areas where he said needed sod replacement had not been done and hopefully they would be addressed in Phase 2 of the sod replacement.
- A motion was made to approve the sod replacement damaged by the hogs. Howard Hanson made motion to approve and Gary Winters seconded the motion.

### **Adjournment:**

- Open session for comments – One of the homeowners discussed the deterioration of the property that is adjacent to her property. It has been vacant for some time, however, recently there have been trespassers on the property and an infestation of bugs. The homeowner asked if there was something that could be done to secure the property. The property is currently in foreclosure/bankruptcy.
- The meeting adjourned at 7:49pm. (Motion was approved by H. Hanson and seconded by G. Winters.)

Respectfully Submitted,

Margaretta Delgado  
Secretary