

**PHEASANT WALK H.O.A.
MINUTES
JANUARY 16, 2008**

The meeting was called to order at 7:30 pm by Brent Hoover, President. Present were: Richard Leight, Diane Soffer, Brenda Huntington, Virginia Henry, and approximately 15 homeowners. Also present was Sheri Scarborough of Prime Management and Kelly Endlich of Prime Management.

MEETING MINUTES

Virginia made a motion to waive the reading of the November 14, 2007 Board of Directors meeting minutes and approve them as written. The motion was seconded by Richard and approved unanimously.

TREASURERS REPORT

Virginia reported a total balance of \$43,147.63 in the operating account and \$50,260.14 in the cable account. Total expenses through December 31, 2007 were \$23,079.50 under budget. Current net income was \$50,303.69.

MANAGEMENT REPORT

Sheri introduced Kelly Endlich as the new property manager for Pheasant Walk.

Sheri reported several street signs were not installed properly and the vendor will be out this week to fix them.

Sheri explained that the Prime website link will be available on the Pheasant Walk website. Sheri noted that individual homeowners will have access to their account.

Sheri stated that approximately 40 homeowners expressed interest regarding the bulk pressure cleaning service.

Sheri reported that the sidewalk repairs have been completed.

SECURITY

Officer John reported several home burglaries during the past several weeks. He reminded everyone to keep their doors locked at all times. Further, he reported he wrote numerous tickets.

ARCHITECTURAL REVIEW BOARD

The ARB reported that applications were submitted and approved. In addition, the ARB stated there are some homeowners that are making exterior modifications without submitting an ARB form for approval. Management will send letters and attach an ARB form to be completed and submitted for approval.

LANDSCAPING

Mike Comier reviewed the water restrictions and areas of landscaping that seem to be dry. Mike stated that he will contact the landscaper to schedule a meeting to discuss outstanding issues.

PARK COMMITTEE

Gregor will install brackets on the playground equipment.

OLD BUSINESS

N/A

NEW BUSINESS

Sheri stated that numerous violations have been mailed regarding mailboxes, lawns, driveways and sidewalks.

The Board discussed the "No Parking" signs installed by Palm Beach County as brought up by an owner. These signs were reported to PBC Code Enforcement and management was told, the signs were authorized.

The Board discussed sending the community newsletter on a quarterly basis. Management will obtain information regarding the Prime Newsletter program.

There being no further business to come before the Board, Diane made a motion to adjourn the meeting. Brenda seconded the motion. Motion carried unanimously.

Meeting adjourned 9:00pm.

Respectfully submitted,
Kelly Endlich, Property Manager
Prime Management Group, Inc.

**PHEASANT WALK
HOMEOWNERS ASSOCIATION
MANAGERS REPORT
FEBRUARY 20, 2008**

I. ADMINISTRATION:

- **Correspondence Mailed:** Letters were mailed to homeowners regarding exterior modifications to the home without ARB approval.

Letters were mailed to homeowners regarding "For Sale" sign requirements.

Placed a call to "louis" tree trimmer regarding the advertisement placed on the lawns.

Received an email regarding 4913 Sugar Pine Drive. The homeowner claims the property is infested with rats and is requesting the Board authorize an exterminator to place traps. Please advise.

- **Meetings Attended:** Met with Sheri throughout the monthly to discuss outstanding community issues.
- **Work Orders:** Placed a call to F.P.L. regarding a pole on Pheasant Way and Rain Tree that is not functioning properly.
- **Violations:** Please see attached report.

II. PROJECT UP DATE AND STATUS:

Maintenance Projects:

Placed a call to AT&T regarding the sidewalk damage on the corner of Holly Brook and Pheasant Walk. A representative from AT&T will inspect the damage on Monday afternoon and have the repair done immediately.

Mailbox project has been completed.

(Mouses) clawed

Signs are to be completed by Tuesday.