

AMERICAN CONDOMINIUM PARK-ZEPHYRHILLS
April 13, 2026 BOARD MEETING MINUTES

President, Brian Hutchinson, called the meeting to order on Monday April 13th, 2026 at 9:00am in the community clubhouse.

Brain Hutchinson requested that we stand for the pledge of allegiance and a prayer was offered by Sandie Labonte.

ROLL CALL was conducted by Wendy Parsels. Officers present in the clubhouse were President, Brian Hutchinson, Vice President, Bob Swope, Treasurer, Linda Grosh, Secretary, Wendy Parsels and Assistant Secretary, Debbie Pontenberg. There was a quorum.

Brian Hutchinson asked for the **READING OF THE MINUTES** from March 2nd, 2026. A motion was made by Bob Swope, seconded by Debbie Pontenberg to approve the minutes of March 2nd, 2026, meeting as presented on the website and posted on bulletin boards. The motion was passed by 5 yes votes.

There were no **CORRESPONDENCE**.

The **TREASUERS REPORT** was presented by Linda Grosh:

Operating Fund

Beginning balance February 1, 2026	\$135,491.45
Expenditures Feb – Mar 2026	\$ 71,121.64
Deposits Feb – Mar 2026	\$129,529.79
Ending Balance March 31, 2026	\$193,899.63

Reserve Fund

Beginning balance February 1, 2026	\$581,843.96
Expenditures Feb – Mar 2026	\$ 16,397.66
Deposits Feb – Mar 2026	\$ 33,650.29
Ending Balance March 31, 2026	\$599,096.59

A motion was made by Bob Swope to approve the treasurers report as presented and posted on our website and bulletin boards, seconded by Debbie Pontenberg and the motion was passed with 5 yes votes.

The following are the reports from the **ASSOCIATION OFFICERS**:

Debbie Pontenberg talked about the **storage** on the lots and putting items away securely for the summer weather. She also covered the end of season reminders that are in the newsletter. She also covered the three service providers for **lawn and stone maintenance** and reviewed our procedure to contact them first if your yard is out of control. If it is not fixed, the 2nd call goes to the owner and a \$25 charge is incurred, plus the cost to complete the work goes to the owner.

Debbie Pontneberg talked about the number of returned **annual meeting packets** and the ways we are working to help eliminate some mailings and what owners can do to help with this effort.

Brian Hutchinson reviewed the selection of our **new lawyer**, Tiffany Love, with Adams & Reese. Tiffany is very familiar with 718 and Condominium Laws. We sent our former lawyer, Anne Malley and thank you letter.

Brian Hutchinson reviewed some information about the new way **Republic Services** is going to pick up our trash. Republic called and said they were giving all homes, 1 30-gal trash container. The trash container will be picked up by an arm on the machine. We were not given a start date and the board has many questions. If you have any questions, please direct them to the office. We will use the park website and social media to keep everyone up to date on the developments.

Brain Hutchinson talked about the proposed **new chairs** for the clubhouse. They are the white Lifetime folding chairs. The board purchase 8 and we are asking residents to test them out. Only comment we have heard is they prefer them to be in black. Each chair weighs about 11 pounds. WE would need 3 rolling carts, about \$600 each and we have 180 blue chairs, each white folding chair costs approximately \$39 each. We would sell or donate the old blue chairs.

Brain Hutchinson reminded everyone present that there are rumors out there, if you want the truth, come to the office. Everyone on the board is a volunteer and a homeowner. As a Board Member, we are required to know 718, our J-Rules and the Sunshine Laws of Florida.

Brian Hutchinson went on to talk about the **erosion protection walls** around our retention ponds. The board has had discussions with Scott Steinhart, a Pasco County Violations Building Inspector. Scott has reviewed our situation with the Pasco County Plans Examiner. It is Pasco County's opinion that the park is responsible for drainage. Bob and Brian have reviewed meeting minutes and files going back to 2008 for anything about the walls on the ponds. We do not have seawalls; they are erosion protection walls. The board is still conferring with our legal team, but our stand is that we are allowed to install a 2 ft wall, made from stacked bags, rip-rap, or concrete block with a 15-degree slope from the top of that wall to the property line, and vegetation for erosion protection. This type of maintenance does not require a permit. If a homeowner wants a taller wall, it is at their expense. The park will assist them with getting the required permits, at the owner's expense. The board is contacting contractors to see about getting an estimate to build this type of erosion protection wall on the bank by the back gazebo by the laundry. During this discussion it was noticed that Judy Klop was videotaping or recording the meeting. Brian asked Judy what she was doing. Judy had Bonnie Paul on Facebook Video so Bonnie could see and hear the meeting.

COMMITTEE REPORTS:

Wendy Parsels reported that we are still working with the Budget and Finance Committee to find a chairperson, so we do not have a resolution on that committee today.

Resolution # 13-26-27 – J-Rule Committee. The resolution to appoint someone was tabled at this time, as the person who was going to chair the committee had other obligations.

Resolution # 14-26-27 – Wendy Parsels read the resolution appointing Kathy Staver as the Chairperson of the Election Committee for the fiscal year 2026-2027. A motion was made by Debbie Pontenberg and seconded by Linda Grosh to approve the appointment. The motion passed with 5 yes votes.

Resolution # 15-26-27 – Debbie Pontenberg read the resolution appointing Peter Grant as the Chairperson of the Building and Grounds Committee for the fiscal year 2026-2027. A motion was made by Bob Swope and seconded by Wendy Parsels to approve the appointment. The motion passed with 5 yes votes.

Resolution # 16-26-27 – Wendy Parsels read the resolution appointing Becky Green as the Chairperson of the Grievance Committee for the fiscal year 2026-2027. A motion was made by Debbie Pontenberg and seconded by Linda Grosh to approve the appointment. The motion passed with 5 yes votes.

OLD BUSINESS:

Golf Net: Brian Hutchinson reported that the golf net was set up and has been used. Stop by and check it out. Thanks to the volunteers who helped make it happen.

NEW BUSINESS:

Concrete Work: The concrete work in the golf cart parking area is scheduled to begin on April 20th or 21st. Please avoid the area while the work is going on. The area will be taped off with caution tape. Some of the work will go down the sidewalk along Dodie. Please be mindful. This is the first phase of concrete work; there are plans to do more next season.

Golf Cart Purchase: We have been using the donated cart for our maintenance, but we have an opportunity to purchase a true utility golf cart with a dump bed. The cost of this cart is \$4,500. Bob Swope made a motion to purchase the utility golf cart for \$4,500; the motion was seconded by Wendy Parsels. The motion passed with 5 yes votes.

CONSENT AGENDA:

RESOLUTION # 17-26-27

LOT# 034 – Dwight Laylon requested to have a contractor install frames and screening on the left side of the roof over.

LOT# 122 – Don & Rhonda Hilts requested to have a contractor install eave trough on the right side of the park model with a downspout.

LOT# 212 – Donna Ackerson requested to install a ramp platform to the backdoor under the carport for stability.

LOT# 280 – Mollie Anne Soule requested to install hurricane shade on one side window.

Debbie Pontenberg made a motion to approve the resolution, Linda Grosh made the second. The motion passed with 5 yes votes.

TRANSFER OF SALE:

RESOLUTION # 18-26-27

LOT #025 McCormick to Eckler

Debbie Pontenberg made a motion to approve the resolution, Linda Grosh made the second. The motion passed with 5 yes votes.

PARK BUSINESS: Next Monthly Board Meeting will be on July 13, 2026 at 9:00 AM. The board is required to have at least one meeting each quarter.

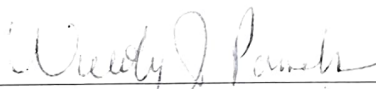
VOLUNTEER COMMITTEE ASSIGNMENTS.

Gerry Novak spoke about the status of stormwater work with SWFTMD. SWFTMD is or has sent a letter to Crystal Lake about their unapproved modification to the storm water system. Gerry also informed everyone that they will be sending out inspectors. Gerry is hoping we can accompany the inspectors on “this side” of the fence.

COMMENTS AND QUESTIONS FROM RESIDENTS:

Gerry Novak, Joe Freeman, Peter Beaulieu, and Sandie LaBonte had questions or comments

ADJOURMENT: Wendy Parsels made a motion to adjourn; Bob Swope made the second. The motion passed with 5 yes votes. The meeting was adjourned at 9:57 am.



Wendy Parsels, Secretary
FOR THE BOARD OF DIRECTORS ACPZ

American Condominium Park – Zephyrhills

Treasurer’s Report

March 31st, 2026

Operating Fund

Beginning balance	Feb 1st	2026	\$	135,491.48
Expenditures	Feb-March	2026	\$	71,121.64
Deposits	Feb-Mar	2026	\$	129,529.79
Ending Balance	Mar 31st	2026	\$	193,899.63

Reserve Fund

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Respectfully submitted,

Linda Grosh, Treasurer