

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting January 16, 2017 Meeting Minutes

### 1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Rick Vogt at 7:08 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Tom Leavitt, Gerri Clifton and Dove Swinskey were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management was also in attendance. Director Mark Braverman arrived at 8:00 p.m.

### 2. Approval of Minutes

The Board reviewed the prior meeting minutes as prepared by Manager.

**On Motion:** Duly made by Tom Leavitt, second by Dove Swinskey and carried unanimously.

**Resolve:** To waive reading of the prior meeting minutes and approve them as presented.

### 3. Presentation

**Monuments:** Tom Sturch with Sturch Designs presented a brief recap of his monument designs, made recommendations regarding the bidding process and responded to questions.

**On Motion:** Duly made by Dove Swinskey, second by Tom Leavitt and carried unanimously.

**Resolve:** To approve Tom Sturch's monument designs as presented/depicted for the dual North Mt. Carmel signs.

**On Motion:** Duly made by Dove Swinskey, second by Gerri Clifton and carried unanimously.

**Resolve:** To approve Tom Sturch's monument designs as presented/depicted for the South Mt. Carmel sign including the gazebo.

**On Motion:** Duly made by Dove Swinskey, second by Tom Leavitt and carried unanimously.

**Resolve:** To approve Tom Sturch's monument designs as presented/depicted for the Valrico signs.

**Sheriff Office:** Deputy Allison Miller, the new community resource officer with Hillsborough County Sheriff's Office, and representatives from HC Code Enforcement office presented ideas and offered suggestions regarding how they can assist the community. Additionally, representatives from Code Enforcement indicated they will send an electronic copy of county code information to post on the Association website.

**4. Financial & Management Reports:** Manager presented the financial and management reports and responded to questions from the board members and homeowners.

### 5. Business Operations

**Pine Forest:** Mark Braverman reported the dead trees had been removed. CLM needs to even out the ground to prevent large holes. He presented the FES proposal for replacement trees and shared the schedule of preparation and planting process.

**On Motion:** Duly made by Mark Braverman, second by Dove Swinskey and carried unanimously.

**Resolve:** To approve \$6500 for FES to install 1000 slash pines and 1400 hardwoods.

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**Enforcement Discussion:** Board reviewed and discussed the Violation Report.

**On Motion:** Duly made by Dove Swinsky, second by Rick Vogt and carried unanimously.

**Resolve:** To send 10 additional lots as indicated by board for attorney enforcement action.

**ACC Guidelines Discussion:** The architectural committee will work toward establishing a monthly meeting day and time. Additionally, at the May meeting, they will present guidelines and a new form.

**6. Other Business:** None.

## 7. Adjournment

**On Motion:** Duly made by Tom Leavitt, second by Dove Swinsky and carried unanimously.

**Resolve:** To adjourn the meeting at 10:12 p.m.

  
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Prepared by Manager on behalf of Secretary