

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting June 18, 2018 Meeting Minutes

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

The meeting was called to order by Tom Leavitt at 7:05 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Jim Barber, Olin Barnett, Charlie Leo and Gerri Clifton were also present. It was determined that a quorum was established. Mark Braverman arrived at 7:07pm, just after the meeting was called to order. Doug Pinner represented McNeil Management.

### 2. Approval of Minutes

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

**On Motion:** Duly made by Olin Barnett, second by Gerri Clifton and carried unanimously.

**Resolve:** To waive reading of the prior meeting minutes and approve them as presented, with change from "2 week" to "1 week" in Mobile Swim Class section.

### 3. Capital Land Management

Juan (CLM Representative) shared information and updates on the forest area mowing efforts and monument plants. Mark shared his thoughts and desire to have the forest area cross cut in between the trees and shared photos of a small area where he had used a push mower in and around a small group of trees. Juan indicated that cross cutting with their larger equipment is difficult due to trenches/ridges resulting from planting process, but that he will get with Jason (CLM) to see what can be done to get the forest back to the best possible condition.

### 4. Financial/Management Reports

Manager presented the financial and management reports and responded to questions.

### 5. Committee Reports

**Social:** Gerri said the committee is desperately seeking volunteers. All future events are on hold for now until additional volunteers come forward. Board discussed continuation of Friday movie night. Board is generally in favor of reinstating/continuing movie night.

**ACC:** Olin said everything is going well and running smoothly.

**Staffing:** Mobile Swim started this morning. Due to the large number of participants that arrived, the swim instructors had to turn some away for safety limitations on the number of students per lesson.

### 6. Business Operations

**Removal of Oak Tree:** Tom shared proposals for removal of a large dead oak tree near playground.

**On Motion:** Duly made by Jim Barber, second by Olin Barnett and carried unanimously.

**Resolve:** To accept the proposal from Panorama Tree Care, contingent on confirmation that debris removal is included in the quoted price.

**Removal of Various Dead Trees:** Tom shared updated proposal from CLM for tree work (removals, stump grinding, and replacements) throughout the community. Board discussed whether or not to replace trees at this time.

**On Motion:** Duly made by Mark Braverman, second by Jim Barber and carried unanimously.

**Resolve:** To accept the proposal from CLM, contingent on obtaining an equivalent proposal from Panorama Tree Care for the tree work portions only (not the replanting) of the CLM bid and unless Panorama can beat CLM tree work pricing by 15% or more.

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**Monuments:** Tom shared updates regarding the monument project. In response to the Association's concerns regarding the project delays, Folsom indicated that the extensive delay in scheduled completion was due to many unexpected and separate permit approvals required by the Hillsborough Co. permit office. Per Jim, when Folsom was asked directly if the delays had anything to do with direct action by the permit office against Brentwood Hills, they reflected they did not find that to be the case. Jim asked for an amendment to the current contract with Folsom, to reflect the new schedule for delivery of services and the completion date. Jim also requested an amendment be made to the contract, reflecting a new primary point of contact to replace the previous designees of Dove Swinsky and/or Rick Vogt.

Tom also updated the board regarding the agreement he reached with Folsom to release 90% of next draw/payment based on the portion of work they had completed thus far. Jim and others shared their disapproval regarding Tom making such an arrangement, rather than withholding full payment until all of the work related to the current portion/draw had been completed. Tom explained his reasoning for reaching the agreement with Folsom after a detailed onsite discussion with them. Tom also ensured that he would not agree to any such arrangement in the future, without board approval. Tom will speak with Folsom about the color for the side panels beside the main sign.

**On Motion:** Duly made by Jim Barber, second by Gerri Clifton and carried by a vote of 5 in favor and 1 against.

**Resolve:** To approve the proposed proof for the Brentwood Hills artwork and lettering, provided that the lettering size meets the maximum as specified in the initial specifications/drawings.

**Newsletter:** Jim said the newsletter will go out by July 1<sup>st</sup>. Jim will cover the cost of distribution via constant contact this time.

## 7. Director Comments

**Dog Park:** Jim shared his thoughts and recommendations regarding a dog park. Jim feels that the HOA should conduct further exploration regarding possible options for a dog park and what would be required from all aspects of such a project (i.e. document changes, legal concerns, insurance, maintenance, cost, etc.). He feels strongly that many homeowners would support such a project. Tom shared his belief that the legal opinion from association legal counsel, Anne Malley P.A., had recommended that the association not pursue this matter. Jim disagreed with Tom's interpretation of the legal opinion in question.

**On Motion:** Duly made by Jim Barber, second by Charlie Leo and carried by a vote of 4 in favor and 2 against.

**Resolve:** To allow Jim to explore a potential dog park solution, considering all options.

## 8. Adjournment

**On Motion:** Duly made by Mark Braverman, second by Gerri Clifton and carried unanimously.

**Resolve:** To adjourn the meeting at 9:20 p.m.

  
Prepared by Manager on behalf of Secretary