

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting September 17, 2018 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by Tom Leavitt at 7:00 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. Doug Pinner represented McNeil Management.

2. Approval of Minutes

The Board reviewed the prior meeting minutes from August 20, 2018 as well as the Special Meeting Minutes on August 27, 2018.

On Motion: Duly made by Gerri Clifton, second Jim Barber and carried unanimously.

Resolve: To waive reading of the August 20, 2018 meeting minutes and approve them as presented.

On Motion: Duly made by Olin Barnett, second Tom Leavitt and carried unanimously.

Resolve: To waive reading of the Special Meeting Minutes and approve them as presented.

3. Financial/Management Reports

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

Tom presented his recommendations regarding escalating additional lots for legal enforcement. Tom will email list of recommended units to Manager.

On Motion: Duly made by Charlie Leo, second by Gerri Clifton and carried by a vote of 4 in favor and 1 against.

Resolve: To proceed with legal enforcement action on the list of units as provided by Tom.

4. Committee Reports

Social: Gerri said the garage sale will be on October 13th. Committee will be putting a flyer on the Brentwood Hills Community Website and Facebook. Committee is still seeking a chairperson.

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

Staffing: The three new staff members are doing well. The Board is working on reducing pool hours.

5. Business Operations

Palm Tree Trimming: Board discussed palm tree trimming throughout the community.

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

Resolve: To approve palm tree trimming bid from CLM at \$5,800, unless a bid from Panorama comes in lower.

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Stump Grinding and Limb Removal: Board reviewed proposal from Panorama for limb removals and stump grinding at \$1500.

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

Resolve: To approve limb removals and stump grinding proposal from Panorama.

General Tree Work: Board requested a quote from Panorama for trimming oak trees throughout community.

- 13 trees located along south side of Lowes retention area
- 9 located along north side of Dew Bloom
- All along Mt. Carmel and Brentwood Hills Blvd

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

Resolve: To allow up to \$2500 for general tree maintenance before next meeting if needed.

Perimeter Fence: Tom said he believes there are still some sections of fence that are faded and need to be replaced along Brentwood Hills Blvd. Tom will follow up with New Tampa Fence regarding problem areas.

Monuments: The Board discussed various items regarding the monuments. Tom will provide a list of all board concerns to Folsom for review/response.

BOD Comments:

Olin suggested the HOA have pavers or a concrete pad poured near the pump house, as a place to store fence supplies, etc.

Olin also suggested that the HOA install a paver walkway from the sidewalk areas in front of the amenity center into the parking area, to allow pedestrians to enter the amenity center without relying on the vehicle driveways.

Charlie suggested the HOA include a POW/MIA flag on the flag pole, along with the US flag.

6. Adjournment

On Motion: Duly made by Jim Barber, second by Gerri Clifton and carried unanimously.

Resolve: To adjourn the meeting at 8:38 p.m.

Prepared by Manager on behalf of Secretary