

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting October 21, 2014 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:11 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance and Manager presented affidavit of mailing of meeting notice postcard mailed to all owners. Directors Gerri Clifton, Chaplain Celerin and Rick Vogt were also present. It was determined that a quorum was established. Director Adam Bilbao arrived after the meeting was called to order. Doug Pinner from McNeil Management also attended.

2. Approval of Minutes

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

On Motion: Duly made by Gerri Clifton, second by Rick Vogt and carried unanimously.

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

3. Committee Reports

Social: Gerri said the yard sale went well, but not as much participation as in the past. Kelly has resigned as chairperson of the committee. Committee seeking additional volunteers. Will be planning Christmas party around amenity renovations if/as possible on Saturday, December 13, 2014 from 6p-8p.

ACC: Tom said that they are finally getting caught up on some of the pending requests. Still looking for volunteers to serve on committee.

Landscape: Tom said detailing still needs some improvement, but things better in general. Fakahatchee grasses need to be cut back along roadways and have some large weeds growing in center. There has been some increase in routine reporting, but expecting more to come.

4. Financial Business

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

5. Business Operations

2015 Budget & Assessment: Board discussed the 2015 budget and assessment as proposed.

On Motion: Duly made by Rick Vogt, second by Adam Bilbao and carried unanimously.

Resolve: To approve the 2015 Budget as presented with assessment held at \$155/lot/quarter.

Pine Forest: Per Tom, the arborist indicates that pine trees continue to die and will need to be removed. Board discussed plan to remove additional pine trees and to plant bald cypress trees to refurbish the area. The bald cypress trees planted as a test case are doing well. The HOA can obtain approximately 50, very large bald cypress trees and plans to place them around the exterior borders of the pine forest, then use smaller trees as available within the interior of the pine forest once all pine trees have been removed.

On Motion: Duly made by Adam Bilbao, Rick Vogt second by and carried unanimously.

Resolve: To approve the expenditure of reserve funds over the next three (3) years to remove remaining pine trees from pine forest as needed and to replant perimeter with approximately 50 large bald cypress trees at \$200/tree installed and additional smaller bald cypress trees in the interior until forest is re-established.

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Pool / Restroom Renovations: Tom indicated that SAKS should begin their work sometime between November 1st and November 15th, 2014. They will be coordinating with Creative Outdoor regarding kitchen. Board still needs to choose tiles and colors for remodel. SAKS will specify an approximate date for when they will be ready for Fence Outlet to install fencing around perimeter of new splash pad. Fence Outlet will then install fences at kitchen and splash pad at same time.

Security System: Rick indicated that one camera has been replaced, new camera working well, with much better picture. He is working with Dynamark to get the PTZ feature working again on all the PTZ cameras via install of new control wiring as needed.

Newsletter: Rick is planning another newsletter for December 1st. This issue will include information regarding amenity renovations, Christmas party, etc.

Parking Area Overhead Lights: Board discussed the reserve funds set aside for refurbishment of overhead lights at amenity parking lot area. Board reviewed proposal from preferred vendor Brandon Electric for upgrade of existing lights to LED lighting for increased efficiency and illumination of parking area.

On Motion: Duly made by Adam Bilbao, Rick Vogt second by and carried unanimously.

Resolve: To accept the Brandon Electric proposal for upgrades to existing overhead lighting as an expenditure from reserve funds.

Architectural Standards – Fencing Setbacks: The Board discussed the need for documented standards with regards to fencing setbacks. The Board is considering a standard of a minimum 5' setback from the front edge of the rearmost primary building of adjacent lots. In other words, the committee is trying to ensure that homes whose front building lines are offset to the rear of an adjacent home are not being encroached by the fence on an adjacent lot. Committee will work on exact wording for inclusion in the Architectural Standards.

6. **Open Session for Comments** – Board and Manager responded to questions from attendees.

7. **Adjournment**

On Motion: Duly made by Chaplain Celerin, second by Gerri Clifton and carried unanimously.

Resolve: To adjourn the meeting at 9:06 p.m.


Prepared by Manager on behalf of Secretary