

# **BRENTWOOD HILLS**

HOMEOWNERS' ASSOCIATION, INC.

## **Board of Directors – Regular Monthly Meeting**

**June 14, 2022**

### **Meeting Minutes**

#### **1. Call to Order – Certifying of Quorum**

The meeting was called to order by Denise Stearns, President, at 7:00 PM. Roll call of Directors: Denise Stearns (President), Ed Campbell (Treasurer), Adrienne Vining (VP), and Charlie Leo (Secretary) were present, and 3 seats are vacant. A quorum was established. Chris Crain represented Wise Management. Timely meeting notice and agenda were posted on the BH website and at the Amenity Center.

#### **2. Approval of Minutes**

There were three (3) sets of minutes to be approved. Denise asked that instead of reading, she would like them reviewed for anyone that missed previous meetings.

**On Motion:** Duly made by Adrienne, second by Ed and carried unanimously.

**Resolve:** To waive reading and approve April 18, 2022, monthly BOD meeting minutes as presented.

**On Motion:** Duly made by Adrienne, second by Ed and carried unanimously.

**Resolve:** To waive reading and approve May 4, 2022, Emergency BOD meeting minutes as Presented.

**On Motion:** Duly made by Charlie, second by Ed and carried 3 in favor and 1 abstained (Adrienne).

**Resolve:** To waive reading and approve May 16, 2022, monthly BOD meeting minutes as presented.

#### **Amendment to the Agenda:**

**On Motion:** Duly made by Denise, second by Adrienne and carried unanimously.

**Resolve:** To amend the agenda to add “Wise expense invoice” to the top of the new business section and “Revised ACC application” to ACC committee reports.

#### **3. Management Report:** Chris gave the assessment report.

#### **4. Board of Directors Officer Reports**

**A. President Report:** Denise explained that all expenses that will be mentioned in the updates have been either approved at a BOD meeting or in accordance with the PP. Which means that one (1) BOD member can authorize maintenance up to \$350, three (3) officers can authorize maintenance up to \$1,000 or deem an emergency up to \$7500. All authorizations have been documented.

**Fire Violation Update:** All previous violations have been corrected and signed off on.

**DOH Violations:** Denise explained that it recently came to the boards attention that there were unfinished DOH Violations from February. She stated that she will be meeting with the inspector to go over the report as to what is exactly needed and will use emergency approval to complete as soon as possible. She also stated that she will be discussing a more permanent solution to the gate latches because they are continually breaking and inquired about placing seating within the handicap showers per regulations.

**Insurance Renewal:** HOA insurance has renewed, and the cost was \$9,382 over budget.

**Website:** The contract has been signed and the startup fee and 1<sup>st</sup> month payment has done, the BOD will consider on whether further editing is needed but because that will cost more, will be considered for next year.

**Lightning Strike Claim:** Denise explained that this was not completed from last year and the board has been able to get the process going again to finalize soon and get the funds back during this year.

B. **Vice-President:** none

C. **Treasurer:** Ed gave financial reports for May expenses, Cash on Hand, and Year-to-date variance report. He explained the overage was because of the insurance payment. Denise further explained this is the case because Wise uses the accrual method and deposit funds to each line over 12 months whereas with cash method, the whole amount for the one-time larger expenses is deposited in the month in which they are paid.

Denise presented and explained the four worksheets the board uses to plan and track HOA funds in both the operating and reserve account. The monthly expense breakdown, Monthly Burn Rate/Variance, Reserve 5-year outlook, and the Running ledger. She explained that these were worksheets that she created and were not official records and were for BOD use only.

D. **Secretary:** none

## 5. Liaison Officer Reports

A. **PR report:** none

### B. Landscaping Officers:

1. **Landscape Liaison:** Ed gave a report to include costs for all the completed landscape projects. He stated the projects that have been completed were the Lumsden Retention Pond, BHB tree/fence encroachment, 40 more yards of dirt to fill the forest holes, BH bushes, small flowerbed revitalization, and forest cypress trees cleanup/trimming. Ed gave an update on the planting of the annuals. He stated the supplier told Yellowstone the flowers had become diseased. Ed has not received a new installation date yet. The BOD is still working on the landscaping contract SOW and hoping to be finished by next month. Parking lot island has been approved.

Denise presented the landscaping worksheet that the board uses to keep track of all the projects. She further explained that the Parking Lot Island was previously approved last year and never done so the BOD obtained a revised estimate. Because it was less, the previous BOD approval remains, and no further approval was needed. It will be scheduled to be done. Ed explained that a lot of irrigation repairs have been getting done and the landscaping is looking better.

2. **Irrigation/Pump House:** Adrienne explained that the well pump aged out and was not working. Ed discussed the costs associated with replacing the pump. Ed further explained that a new hatch on the pump house was needed to pull the pump out. Denise presented the irrigation worksheet to track repairs and costs. She shared what repairs have been done with costs.
3. **Fence:** Denise explained the BOD will start researching the project that includes the PVC fence soon and the BOD is looking at starting next year.
4. **Monuments:** Denise explained the repairs on the 6 monuments will be done as soon as we find someone to do them. The entrance monuments will be looked at again to take into consideration the repairs and painting that were previously approved along with the pressure washing of monuments and signs. Charlie gave an update on the monument lighting explaining the recurring problems. He gave an

update on the work completed with cost. He stated that the BOD has asked second irrigation for an estimate to a thorough inspection and maintenance of the entrance monument lights.

- C. **Violation Tracking/Attorney Communications Officer:** Adrienne discussed with Chris the violation process that was being used and what has been done so far. Chris stated that no discussion was previously had pertaining to the violation process. Chris stated he had about 30 ready to go to final violation. Adrienne asked Chris about the format of the letters being sent out and stated they were samples and could be edited and that Wise does 3 letters. A first, second, and final. It was stated that further discussion would be needed on the time frame of each letter. Chris stated that when Wise took over, they used the 14-day notices. Chris stated that all he needed was clarification on what the BOD wanted him to do exactly for a violation process. Chris further explained that Wise had internally come up with a policy but has not discussed with the BOD yet. Adrienne addressed lack of information in the BOD portal including no pictures. Chris explained Wise policy was to send first and second with no photo but if an owner questions violation, he would furnish a photo with the second notice. Adrienne questioned Chris about whether a picture could be furnished to an owner upon receiving a violation either through the portal or if they call. Chris said yes, they could do that. Adrienne requested that every time a letter goes out, she would like to a picture accompany it in the portal. Chris agreed. Adrienne discussed and explained to Chris about the importance of pictures and information that needs to be available to the BOD. Chris explained he would investigate how to get that information to the BOD because he didn't think it could be done through the BOD portal. Adrienne further explained the importance of herself (violation officer) to be able to confirm the violations are correct to send to the attorney. Ed furthered the discussion for clarification as to what the owners would see and what the BOD would see through the portal. Chris again stated that Wise would upload pictures with the letters to homeowner accounts and would check to see if the BOD can gain access to real time pictures and violations through their portal. Adrienne clarified to Chris that the BOD was not requesting pictures be attached to the letter as they would be black and white but that she is requesting the letter to inform owners they may view a picture by logging in to the portal. It was further discussed that the BOD could have their attorney draft the violation letter templates as well. Chris restated his understanding to be that the BOD wanted a picture provided at each stage. Adrienne confirmed that that was correct. Chris explained that usually the BOD won't see everything unless the owner is not complying nor responding. Chris explained that a timestamp photo is taken with the third notice that would hold up in court. Denise clarified the importance of the first photo as Adrienne previously addressed. Chris asked for clarification that the BOD wanted regular pictures accompanying the first 2 letters and a timestamp photo with the final letter to come to the BOD. It was then confirmed that was correct.
- D. **Amenity Center Liaison:** Charlie stated that the mosquito control would be starting soon. He gave a report on the pool and splashpad repairs that were done with cost. He also reported that the closet locks were swapped so that the social committee would have access to theirs and the cleaning closet doorknob was replaced. Charlie gave the cost of the new GFI that was installed in the parking lot. Denise explained the reason behind the new GFI was so that all the electrical issues in the parking lot wouldn't have to be fixed but to have an outlet for the Christmas lights.
- E. **Office Manager:** Denise stated that a set of ink cartridges was needed for the office printer. She stated that the swim lessons were approved at the April meeting and that the information and registration would be posted on the website by the end of the month.

## 5. Committees Reports

- A. **Architectural Alteration Committee (ACC) – no report**

Denise explained she had met with the ACC to go over some changes that they wanted to make to the guidelines and some of the changes that owners would like to see changed as well as some things in the BH Covenants that could use updating. She explained that the BOD will discuss looking into these and possibly running the guideline changes when they Consider changing the bylaws because the requirements run the same. For Covenants changes, the BOD will look into running with the annual meeting because those require member votes. Questions were answered from the members.

Denise suggested to the ACC that instead of changing all the mailboxes at this time, it may be easier, upon attorney confirmation, that they draw up a proposal for a replacement for the mailboxes that can no longer be replaced in accordance with the guidelines. She asked that the proposal contain which mailbox and what parts cannot be found and what they are suggesting it be replaced with along with costs associated with it and that the BOD would find out the proper way for an amendment to the guidelines under this scenario when an item can no longer be found.

1. **Revised ACC Application** – Denise explained that she recently found out that upon the HOA changing Management Companies, the current ACC application should have been changed. Denise further explained the ACC would have to approve the application first at their meeting which follows the BOD meeting and that would delay it.

### **On Motion: Duly made by Denise**

Further discussion was had as to what was meant by the motion and with the ACC to see when they could have a new application ready for approval. Denise explained that it was critical that a new application be put into place as soon as possible.

**Resolve:** Motion withdrawn.

### **B. Social Committee – no report**

1. **Application** – the chairperson was not in attendance to nominate and approve the applicant.

**On Motion:** Duly made by Denise, second by Adrienne and carried unanimously.

**Resolve:** To Table application for Kimberly Norman.

## **6. Unfinished Business**

- A. Crepe Myrtle Trimming Estimate** – Denise explained that the BOD had previously received and approved an estimate from YS at the April meeting and it won't be done this year and new estimates will be needed then.

**On Motion:** Duly made by Denise, second by Ed and carried unanimously.

**Resolve:** To rescind the motion made on March 29, 2022, which read "I move to approve the trimming of the Crepe Myrtles by Yellowstone up to \$5250 utilizing the operating landscape extras budget line."

- B. Gate Tech Estimate** – Denise explained this estimate was previously tabled at the March 29, 2022, that was placed on the agenda by a previous member and the said member resigned. The current BOD does not have enough information on this and found out that previous member had gave verbal authorization before this was on the agenda. The vendor had showed up to do the work but was intercepted. Furthermore, the current BOD sees no reason to turn the back maintenance into an emergency gate as one had previously already been installed to rectify the violation.

**On Motion:** Duly made by Denise, second by Ed and carried unanimously.

**Resolve:** To bring Gate Tech estimate #9036 from the table and dismiss.

## 7. New Business

- A. Wise Invoice (amendment to agenda):** The invoice and breakdown were shared. Denise explained why the HOA now receives this and that is because of the amount and in accordance with the PP, it must be approved at a BOD meeting. Further discussion was had with members and Chris on items that are invoiced out of the scope and base price of the contract. Denise addressed member's questions regarding if Wise was costing us more than McNeil. It was further discussed that per Wise's contract, the first 90 minutes of a BOD meeting are included. Anything above that could be invoiced as an additional charge. Chris stated that he has not invoiced for any yet. Denise stated that she has given Chris relief of weekly trips to accommodate the time spent at meetings.

**On Motion:** Duly made by Denise, second by Charlie and carried unanimously.

**Resolve:** To approve Wise April Office Expense Invoice in the amount of \$1735.65 utilizing management funding line.

- B. Extra Reserve Contributions:** Denise explained that when the budget was made last year, the contribution amount to the reserves was not the same as the suggested one in the reserve study. The suggested amount for the year was of \$130,000, the budget shows \$126,063 being contributed. That is a difference of \$3937. Denise stated that she suggested that the budgeted contribution amount should never be less than the suggested amount.

**On Motion:** Duly made by Denise, second by Adrienne and carried unanimously.

**Resolve:** To approve to make an extra reserve contribution in the amount of \$3937 to compensate for the difference between the suggested and budgeted 2022 annual contribution.

- C. Royce Fence Repair Invoice:** Invoice from Royce Bravo Security and Access, which is a fencing company, dated January 31, 2022, was given to the BOD through Wise to approve. Because no one on the BOD was aware of this, the BOD had Chris to explain it. At that time, the BOD denied payment until Chris could provide more information as to why it should be paid. Chris explained that he reached out to the company to fix the PVC fence behind an Erin Brooke home which backs up to Brentwood Hills Blvd. Chris stated they did not complete the repair appropriately. He stated that he could reach back out to them to complete it the right way because they want to be paid for it. Denise further explained that the current BOD was not even aware that this had taken place and had gotten a maintenance request form Wise office for the same repair. Therefore, contacted another vendor to look at it and it was diagnosed as a tree pushing on the fence and not what Royce states on their invoice. Chris stated that they did not confirm going back out to attempt repairing it the correct way.

**On Motion:** Duly made by Denise, second by Adrienne and carried unanimously.

**Resolve:** To deny payment of invoice #122280 from Royce bravo Security and Access in the amount of \$375.

- D. Pool Extra Service:** A discussion took place about the need for extra optional pool service during the busy season. An estimate was received by Sav-A-Buc.

**On Motion:** Duly made by Denise, second by Charlie and carried unanimously.

**Resolve:** To approve up to \$520 for 8 additional full pool services, on an as needed basis to be determined by Sav-A-Buc and a BOD member utilizing pool service funding.

- E. Entrance Monument Lighting Inspection/Maintenance:** A discussion was had about the recurring problems with the lighting at the 5 entrance monuments. The BOD received an estimate for Second Irrigation and Lighting to clean and inspect the wiring. Charlie presented and explained the estimate.

**On Motion:** Duly made by Charlie, second by Denise and carried unanimously.

**Resolve:** To approve estimate #1214 for up to \$1100 for Second Irrigation to perform Entrance Monument

Lighting Inspection and Maintenance utilizing repairs and improvement budget line.

- F. Selection of Attorney for all HOA business:** Adrienne explained why she thought all legal matters be turned over to one attorney now versus her thoughts on the subject previously.

**On Motion:** Duly made by Adrienne, second by Denise and carried unanimously.

**Resolve:** To move to have all HOA legal services and current services be conducted by Tankel Law Firm.

- G. Authorization for Attorney to Draft Violations Policy:** Adrienne explained that the HOA does not have an actual violation policy and further explained the need for one.

**On Motion:** Duly made by Adrienne, second by Denise and carried unanimously.

**Resolve:** To authorize Tankel Law Firm to draft the HOA violation policy.

- H. Collection Policy:** Denise explained due to the nature of the status and the way the collection policy was misunderstood by Wise that the BOD approved legal expenses to draft a collection policy using the emergency authorization as stated in the PP. She further explained that Tankel Law Firm produced the current policy, so the Bod wanted to keep in line with that as much as possible and incorporate the new laws. The collection policy was presented. Denise explained in detail how the portion of the policy, that is the section before an account is turned over to the attorney, would affect how and when a member's payment would become due has changed. She further explained that the new law requires issuance of a NOLA and what that contains and to whom and when it would be issued according to law. She also described in detail what the NOLA was and what it contained and how and when it would be applied to member accounts. She further explained that the friendly reminder would not be a part of the new policy, but the BOD has discussed continuing it for the rest of 2022 assessments to help with the transition. It was discussed and stated that the policy would be posted to the website versus being mailed because of the cost and it's not required to be mailed.

**On Motion:** Duly made by Denise, second by Adrienne and carried unanimously.

**Resolve:** To adopt the Brentwood Hills Homeowners' Association Uniform Collection Policy as presented before us with the addition of continuing the friendly reminder letter for July and October 2022 assessments.

- I. Late Assessments/Covenant Violations Existing:** A discussion was had as to what had been taking place with the assessment violations including no letters going out for the first quarter and the wrong letter be issued at the second quarter. Denise stated the BOD has reviewed the accounts in detail that were in the portal. Wise sent a report a few days prior to the meeting and that was not enough time to look at compare. The Bod further discussed the issue on how to address the accounts. Denise explained that because it was so close to the new assessment month, that it would make more sense to wait until after July 1<sup>st</sup> and run them under the new policy because then the July assessment can be included. Chris stated they could get a NOLA out in a couple of days if approved tonight to do so using Wise's NOLA.

**On Motion:** Duly made by Adrienne, second by Denise and carried unanimously.

**Resolve:** That no NOLAs go out before July 1<sup>st</sup> and for the accounts in arrears before July 1<sup>st</sup> will get a NOLA immediately.

- J. Vendor List Update:** It was explained that the BOD had to remove and add some vendors. Consideration of removing Flying Locksmith, Glausier Knight Jones, Pilka and adding McNeil Management for web hosting, Affordable Lock & Security to replace Flying Locksmith.

**On Motion:** Duly made by Denise, second by Adrienne and carried unanimously.

**Resolve:** To approve removing Flying Locksmith, Glausier Knight Jones, and Pilka and the addition of McNeil Management and Affordable Lock & Security to the approved vendor list.

**K. Pressure Washing Sidewalks/Curbs/Dog Stations:** A discussion was had that in the HOA annual pressure washing schedule, the sidewalks/curbs/medians had not been done in a while. Residents were mentioning that the sidewalks were becoming slippery last year. The pricing is separated by each road so there are 2 estimates. A good portion of the price are the medians so after discussion the BOD thought best to remove the medians and add the dog stations and the portions of sidewalk and curbing on BHB that runs from Mt. Carmel to Tuscanny and the North side of Dew Bloom from Mt. Carmel to the dead end.

**On Motion:** Duly made by Denise Stearns, second by Adrienne Vining and carried 3 in favor and 1 (Ed) opposed.

**Resolve:** To approve up to \$5,000 for Priority Termite & Pest Solution to pressure wash areas in accordance with estimate #130 utilizing Repairs & Improvement budget line.

**On Motion:** Duly made by Denise Stearns, second by Adrienne Vining and carried 3 in favor and 1 (Ed) opposed.

**Resolve:** To approve up to \$5,800 for Priority Termite & Pest Solution to pressure wash areas in accordance with estimate #131 utilizing Repairs & Improvement budget line.

**L. Palm Tree Trimming:** Discussion was had that the palm tree trimming was not in the landscape contract anymore, so the BOD received estimates from Nature Coast and Panorama. Both companies are very good, and the estimates were very close. The BOD took into consideration the construction of a tree contract later and we see the work of Nature Coast last year and would like to see the work of Panorama.

**On Motion:** Duly made by Denise, second by Ed and carried unanimously.

**Resolve:** To approve up to \$11,200 for Panorama Tree Care to complete the annual Palm Tree Trimming in accordance with the SOW as shown on estimate #109827 utilizing landscape maintenance funding line.

**M. Irrigation Repairs – Dew Bloom:** A discussion was had about irrigation repairs and how some where not done at all and how things were being done in the past. The BOD discussed the importance of doing things correctly so that additionally expenses didn't keep recurring. The Dew Bloom area has been down for some time so the BOD discussed out of the areas down that would be the appropriate place to start. Initially the BOD received an estimate from Second Irrigation for the entire area meaning all 4 corners and then continuing West on Dew bloom to the end. That estimate was approximately \$35,000. With further discussion and because of the unknowns in that area, the BOD thought it would make sense to get an estimate on a smaller section first for the 4 corners and then as things are discovered, could get an estimate as we go West on Dew Bloom. Further discussion was had explaining what would take place with this estimate.

**On Motion:** Duly made by Denise, second by Adrienne

**Resolve:** Motion Failed pertaining to approving the estimate for the whole area.

After further discussion, Denise restated the motion.

**On Motion:** Duly made by Denise, second by Ed and carried 3 in favor and 1 (Charlie) opposed.

**Resolve:** To approve up to \$20,000 for Second Irrigation to perform work on the Dew Bloom area in increments as instructed by the BOD utilizing irrigation repair budget line.

**N. Well Drive Replacement:** Denise explained this was part of the lightning strike claim from last year. A Report was received from Accurate Drilling stating that the damaged drive was beyond rebuild. The BOD received two (2) estimates from Accurate Drilling. One for a Grundfos brand drive and one for a Pintek brand drive. Taking into consideration the additional information the BOD received along with Accurate Drilling recommendation. Denise shared the comparisons with the members. The BOD decided the Grundfos brand would be the best option. This drive will serve as a backup if the current drive fails for whatever reason because when the drive does not

operate, the whole irrigation system will be down. Denise further explained that upon approval, she will submit all information to the insurance company right away and hope to finalize the claim.

**On Motion:** Duly made by Denise, second by Ed and carried unanimously.

**Resolve:** To approve up to \$13,500 for Accurate Drilling Solutions to order and deliver the Grundfos drive as according to specifics on estimate #q1511 utilizing contingency budget line.

- O. Wood Fence Maintenance:** Denise stated that this has been going in many different directions and the BOD needs to address the issue. It is known that according to the HOA Covenants, the HOA must maintain the common areas. Denise further explained that maintaining does not mean replacing a missing section, so they need to be addressed separately. She further explained that because the BOD knows the HOA has to maintain it, that they consider a cap so maintenance can be done as the maintenance issues arise.

**On Motion:** Duly made by Denise Stearns, no second.

**Resolve:** Motion failed to approve a cap for funds for maintaining the wooden fence.

Further discussion was had, and Adrienne suggested to approve the maintenance in accordance with the PP as maintenance issues arise. Denise withdrew the motion for maintenance. The discussion continued to address the missing section of the Sand Ridge wooden fence. Denise stated that she brought to the attention of the BOD that there is no clear policy telling the homeowners that back up to common are fences, what to do if maintenance is required on the fence so that it is not thrown away. She further explained she also brought to the BODs attention, that she feels the only fair thing to do in this situation is make a one-time exception and replace the missing section keeping in mind the BOD does not have to replace with the exact same kind that was there or because the idea that all the wooden fences be replaced with new PVC fence keeps coming up, that the BOD considers limiting the funds in case in the future, it is torn down. She further suggested that some type of policy be drawn up and added to the HOA policies for everyone to see. This way in the future there should be no questions on how these issues with the fences will be handled.

**On Motion:** Duly made by Denise, second by Ed and carried 3 in favor and 1 opposed (Adrienne).

**Resolve:** To approve up to \$500 to replace the previously existing fence located behind Meredith property with a type of fence that will be determined by the BOD.

### **Move agenda item out of order:**

**On Motion:** Duly made by Denise, second by Ed, carried unanimously.

**Resolve:** To move the agenda item BOD applications out of order to be next.

- P. BOD Applications:** Denise explained that if the BOD has enough seats filled to meet quorum, which is 4 because there is currently a BOD of 7, then the BOD is not required to fill the empty seats in between elections. At the April meeting, the BOD received 3 applications at the last minute so the BOD stated those would be
- 1. Elaine Smith –** was not in attendance. Ed stated he did call this applicant and did not receive a call back. No nomination was made.
  - 2. Olin Barnett –** was in attendance. No nomination was made.
  - 3. Dolores Jezak –** Chris stated she had been in and out of zoom throughout the night and had left the zoom right before the BOD called her name. Ed stated that he did talk with her at some point. Ed nominated Dolores. There was no second.

Some of the BOD members shared their thoughts and concerns and what they were looking for in a candidate to fill a BOD seat. Denise further invited anyone wishing to be on the BOD to routinely attend meetings, volunteer in other ways, read the laws and documents and learn the basics. She stated that anyone that wasn't appointed that would like to be reconsidered in the future to resubmit their application for the month they would like to be considered.



**Q. Community Center Access Card Privileges:** Denise explained that the HOA has rules that residents must follow to keep the privileges that come with the access cards. One of which is being in good standing with assessments. Per HOA Covenants article IV, it allows the BOD to approve written rules which the HOA has. Most times, a card may be turned off for a short amount of time but sometimes when the actions reach extreme levels or are repeated offenders, then it may require the suspension to be longer. Per the HOA rules, if the suspension will be longer than a week, then a BOD vote is required. We have two addresses that have reached the level for this to be considered by the BOD. Because personal information will not be made public and we do not have account numbers, they will be referred to as address #1 and #2. Both the BOD and Management are aware of the addresses. (Note: Account numbers were located and added September 13, 2022)

Denise presented the case on address #1 (account # 114100610) based on the information the BOD had received. She stated this owner is already in collections and they were aware that they did not have access rights. They came to the center and when their card did not work, staff let them into the office to see why as they always do. When someone's card is shut off, it is notated in the system as to why. Staff is not allowed to discuss why but directed them to contact Wise. Said resident, then proceeded to give staff a hard time and go to the pool despite being told they had to leave. It escalated and resulted in the resident assaulting the security officer where authorities were called. The BOD has been given the incident report and reviewed all information.

**On Motion:** Duly made by Denise, second by Charlie and carried unanimously.

**Resolve:** To indefinitely suspend access rights to address #1 as placed before the BOD.

Denise presented the case on address #2 (account # 1141005601) based on the information the BOD had received. She stated this owner has been repeatedly disruptive at meetings, has followed and badgered BOD members, and last month was rude and obnoxious, cussing loudly while the center was busy, and children were right behind them. There have been several residents state that they fear coming to meetings because of the way this resident conducts themselves. Despite the repeated warnings, years of asking, and being told this action would be the result of said actions, the member continues to act inappropriately. On several occasions, the BOD has had to either have a sheriff in attendance at or be called to BOD meetings because of this owner's actions. This member was also previously warned by a sheriff that they were crossing a criminal line. Said sheriff had called for back up officers.

**On Motion:** Duly made by Denise, second by Charlie and carried unanimously.

**Resolve:** To indefinitely suspend access rights to address #2 as placed before the BOD.

**8. Discussion** – open discussions were not held based on the time and remaining number of members.

**9. Adjournment:** The next board meeting is scheduled for July 12, 2022.

**On Motion:** Duly made by Charlie, second by Denise and carried unanimously.

**Resolve:** To adjourn meeting at 9:51 pm.

BH HOA BOD approved September 13, 2022