

The Village at Bentley Park Homeowners Association

HOA Board Meeting Minutes September 23, 2025

Meeting Location	Bentley Park Cabana
Board Member Attendees	Tommy Mattingly, Bob O'Connell, Dan Randazzo and Pam Easton
Board Member Absentees	Joe Sproule
Ameri-Tech Management Representative	Ellyse Vosselmann, Property Manager
Meeting - Called to Order/Adjourned	6:00 PM / 7:56 PM
Minutes Prepared By	Pam Easton
Next Meeting	October 14, 2025 06:00 PM

➤ **CALL TO ORDER** – Tommy called the meeting to order at 6:02 PM.

➤ **PROOF OF NOTICE OF THE MEETING** – The Notice and Agenda was properly posted on the property's Bulletin board and an email blast was also sent out.

➤ **QUORUM** – A Quorum has been established with four Board Members being present.

➤ **MINUTES** – Tommy inquired whether the group would like to approve and waive the reading of the Board of Directors minutes from 7/22, 8/26 and 9/4. Bob made a **MOTION** to approve, which was seconded by Tommy, Dan voted aye, Pam voted aye. All in favor, the **MOTION** carries.

➤ **TREASURER'S REPORT** – Dan reported that the audit report was finalized. The CPA recommended that we do a Reserve Study which we had already begun. Since the last meeting, the Reserve Study had been concluded and has been approved. In terms of the current financials, they seem to be similar from the last meeting, currently running a surplus which ultimately can provide funds for some projects. The Auditor recommends that a \$65,000 liability should be written off because it has been on the books year after year and there is no trail and no way to track it down to confirm if it even exists.

➤ **MANAGER'S REPORT** –

Collections:

- a. Currently there are three units with the attorney.
- b. There are only four accounts that are in 30 days arrears.

Compliance:

- a. Community walk continues for compliance.
- b. There are two quotes for sealing and one quote for tree trimming and another company will be set up.
- c. Unit 2600 and 2604, both have been resolved and fixed on their own.
- d. Recommending that the attorney should provide guidance regarding going onto personal property versus common property. A review of the property appraisers website should be done to review the lines.
- e. A letter from the attorney regarding the EV station has been received and will be discussed via the agenda.
- f. The meeting dates are posted on the website and are every 4th Tuesday of the month with the exception of the October date being changed to Oct. 14.
- g. Spectrum is up for renewal next year and when it gets close to about 18 months, they allow getting pricing in advance. If the contract is signed before December, it will also alleviate a 5% increase in January 2026 and the fee is going down per unit. Therefore, a meeting in the beginning of October should be held because it takes 60 days for Spectrum to sign off on it.
- h. Quote has been received from John Evans.
- i. Annual meeting is scheduled for November 20th.

➤ **PRESIDENT'S REPORT** –

- a. **Inspection Recommendations:** will be discussed in the tree maintenance agenda item.

- b. Architectural Alteration form, remain as is or revise: Discussion ensued regarding paint and window updates. – Tommy made a **MOTION** to go with one store being Palm Harbor, Pam seconded, Bob voted aye, Dan voted aye. With these votes, the **MOTION** passed. In regards to adding the window replacement piece, Tommy made a **MOTION** to add the window piece to the form, Dan seconded, Pam voted aye, Bob voted aye. With these votes, the **MOTION** passed.

► COMMITTEE REPORTS

- a. Architectural Request
 - i. 2716 Bentley Drive – installation of a new front slider door, approved.
 - ii. 2499 Bentley Drive – window replacement, approved.

► NEW BUSINESS

- a. Meeting Minutes: The President of Ameritech suggested that the interpretation of the secretary role can be addressed with the attorney. Discussion was held, but **No Motion** or vote was made or taken on this item.
- b. Asphalt Discussion – and review of favorable bids: two bids received, however, a request to include the price to squeegee to fill in the cracks will be obtained for further price comparison.
- c. Sidewalk Repair needs: Tommy and Ellyse will review and make a decision wherever there is a necessary need.
- d. Phase 2 of tree maintenance program updates: trees are covering many of the lights, posing a safety concern, and many are covering the carports. Additionally, an insurance inspector was on site and reported the community is in good shape with the exception of some trees hanging over roofs and blocking walkways. As a result, By the Bay tree service walked the property to provide an estimate. An estimate was provided of \$30,000 to remove three trees and trim all six cul-de-sacs. Bob made a **MOTION** to accept the \$30,000 proposal and proceed with it, Dan seconded, Pam voted nay, Tommy voted nay. With these votes, the **MOTION** does not pass. Another proposal will be obtained to find out if the work can be done on a cheaper basis. Pam also volunteered to measure as many trees as possible to see if they fall within less than 10 feet.
- e. Recommendation of additional funding towards tree maintenance program: it will probably cost more than accounted for and part of the reason is because the insurance inspection is asking us to take care of the trees and trimming.
- f. EV Charging Station – draft of guidelines: the draft will be compiled and the attorney will provide the write up as legal document of board rules and regulations.
- g. Board Resolution – draft of necessary Homeowners steps: a draft was compiled to address water leaks. The draft will be sent to Ellyse and she will send it to the attorney for input.
- h. Two trees on the west wall: at this time, unable to do anything about it.
- i. Phase 2 of tree maintenance program updates: will be discussed at a later date.

► UNFINISHED BUSINESS

- a. Update on foreclosure accounts: Ellyse will need to get clarity regarding notations that have been provided.
- a. Landscape Violation in Green cul-de-sac, attorney status: Ellyse will check to see if the attorney sent a letter.
- b. Status of Unit 2600: update was given in the manager's report
- c. CINC Portal – revision and upload of Architectural Alteration form, pending review: with approval of the revised form, it will be determined if the document can be uploaded to the CINC portal.

► OPEN FORUM

- a. Sod and Hedges proposal: Tommy made a **MOTION** to accept the Sod proposal, Pam voted nay. Dan asked if there was enough rule for two votes. Ellyse advised that a vote can be made but it will not pass. Ellyse also advised that Tommy made a motion and it still needs to be made so it is on the record. Therefore, Tommy asked if we had a second, Dan voted nay, Pam voted nay, Tommy voted nay. The votes are unanimous and with these votes, the **MOTION** does not pass. The second proposal is to replace the hedges/shrubs. Pam made a **MOTION** to accept the hedge/shrub proposal, Tommy seconded, Dan voted aye. With these votes, the **MOTION** passed.
- a. The 10/9 meeting will be rescheduled to 10/13 and a board meeting will be held on 10/14.

- b. Questions/Comments were received from homeowners in attendance and were addressed. Some questions/comments were received in regards to the paint purchase location, sealing, concrete repair and sidewalks, surveys, parking spaces being used by others and not being able to be dropped off by a driver in their own parking spot.

➤ **ADJOURNMENT:**

Tommy made a **MOTION** to adjourn the meeting at 7:56 pm, Pam second, Dan voted aye. **MOTION** passed.