

# The Village at Bentley Park Homeowners Association

## HOA Board Meeting Minutes      October 14, 2025

Meeting Location	Bentley Park Cabana
Board Member Attendees	Tommy Mattingly, Bob O'Connell, Joe Sproule, Dan Randazzo and Pam Easton
Board Member Absentees	None
Ameri-Tech Management Representative	Keith Phillips, Director of Training
Meeting - Called to Order/Adjourned	6:02 PM / PM
Minutes Prepared By	Pam Easton
Next Meeting	December 8, 2025 06:00 PM

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

➤ **PROOF OF NOTICE OF THE MEETING** –we have noticed this meeting, posted it and emailed it out

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

➤ **MINUTES** – Tommy inquired whether the group would like to approve and waive the reading of the Board of Directors minutes 9/23/25. Joe made a **MOTION** to propose that the first two sentences under New Business: Meeting Minutes be stricken from the record, Bob seconded. Tommy asked if there was any discussion and further discussion ensued. Tommy seconded the Motion, All in Favor, **MOTION** passed.

➤ **TREASURER'S REPORT** – Joe reported that the finances through September 30 indicates that the generality is that we are in a strong position. For year-to-date, there was an expectation of \$746,000 and actual is \$760,000. The insurance line shows a negative for the period, however, that is due to billing since there are 11 billings and essentially it is a wash. Water and Sewer also has a surplus. For year-to-date, expenses are better than expected. For year-end, there are assumptions that there will be surplus in fertilization and pest control, insurance discounts, water and sewer for a total assumption of approximately \$40,000. That will come into play with some of the capital projects that are being considered. Bob made a **MOTION** to accept the Treasurers Report as given, Tommy seconded the Motion, All in Favor, **MOTION** passed.

➤ **MANAGER'S REPORT** –

### **Collections:**

- a. There are two accounts with the attorney.
- b. Two accounts are 30 days or more late and three that are 60+ days delinquent
- c. Two are now out of the attorney status but are still behind. There was one with the attorney, however, a payment of \$6,690 was made so there is no foreclosure filed at this time

➤ **PRESIDENT'S REPORT** –

- a. Submission of EV Charging Station to attorney for finalization: Tommy made a **MOTION** asking whether we should adopt the guidelines right away with the rules, guidelines, exactly like they are presented by the attorney. Discussion ensued and also included discussion about adding a separate application to go along with the guidelines for the homeowner to initial. Once the separate application is submitted, it would be either approved or not approved by the Board. Joe stated that he was willing to accept the guidelines as presented with the understanding that you will develop them, Tommy second the motion, Dan aye, Bob aye, Pam aye, All in Favor.
- b. Communication to homeowners of the adopted Board Resolution-Water Leaks: a communication is expected soon to the homeowners so that if you have water leaks, you will know what to do about it and to minimize damage.

➤ **COMMITTEE REPORTS**

- a. Architectural Request
  - i. 2566 Bentley Drive – amended proposal, approved

➤ **NEW BUSINESS**

- a. Meeting Minutes: this is a follow-up from the last board meeting held. Pam sent an email to AmeriTech to confirm if it is a requirement of the secretary's role to take meeting minutes and also indicates that previous members did not take meeting minutes. A response was received indicating that to validate the information, it could be presented to the attorney. Pam made a **MOTION** to request that each board members role be addressed by the attorney. Bob suggests that an attorney response may take awhile and does not want meetings to be skipped without minutes. Therefore, Bob would like to make a **Motion** that in the meantime AmeriTech be hired at \$75 (or the going rate) to be in charge of taking the minutes, drafting a letter to the attorney, pending a ruling from the attorney down the road and with the caveat that Pam will take the minutes tonight. Tommy seconded the motion, All in Favor, **MOTION** passed.
- b. Board Member Terms: The President and Director's position is up for re-election. The terms are staggered between even numbered years and odd numbered years. Every board member is elected for a two-year term.
- c. Asphalt Discussion – review of bids: Proposals were received and discussion ensued. Tommy made a **MOTION** to accept the AllPhase bid, Joe seconded, All in Favor, **MOTION** passed.
- d. Sidewalk Repair needs: Tree trimming and sidewalk repairs should be completed before the paving is done due to the potential of heavy equipment causing damage to the pavement. Tommy and Ellyse will complete the review of sidewalk repairs needed. Pam provided Ellyse with a list of some areas that she observed as needing repairs.
- e. Phase 2 of tree maintenance program updates: Bob has reviewed and states that there are safety issues, including lighting concerns, within the community. He presented a new and lower bid from Swingle Lawn Care LLC for the maintenance of trees at a cost of \$23,550.00. Discussion was also held regarding Article IX, Section 2 as outlined within the 2013 Board Resolution. Bob made a **MOTION** to accept the David Swingle Lawn Care LLC bid, Joe seconded, Tommy aye, Dan aye, Pam nay. **MOTION** passed
- f. Determine guidelines regarding personal property vs. common property: awaiting further information to be obtained by the attorney.

➤ **UNFINISHED BUSINESS**

- a. Update on foreclosure accounts: update provided within the Manager's report.
- b. Landscape Violation in Green cul-de-sac, attorney status: unknown update at this time
- c. Two trees on the west wall: Tommy made a **MOTION** to remove the two trees up against the wall, Pam seconded, All in Favor, **MOTION** passed.

➤ **OPEN FORUM**

➤ **ADJOURNMENT:**

Tommy made a **MOTION** to adjourn the meeting at 7:23 pm, Pam second.