

Deer Hollow Homeowners' Association, Inc.

Board of Directors' Meeting

May 3, 2021- 6:30 p.m.

Restoration Fellowship Church, Oasis Room

5614 Richardson Road, Sarasota, FL 34232

1. **Call the Board of Directors' meeting to order, establish a quorum (attendance) & procedure:** The meeting was called to order at 6:30 p.m. by John Hefflefinger and a quorum was established. The Board of Directors in attendance were: John Hefflefinger, President; Laurine Heal, Secretary/Treasurer; Marion Pennenga, Member at Large; Melissa Aquilar and Bridget Spence of Casey Management.
2. **Approval of Minutes -** Marion Pennenga made a motion that we approve the minutes of April 5, 2021. John Hefflefinger seconded the motion and Laurine Heal voted yes.
3. **Manager's Report –** Bridget Spence introduced Melissa Aquilar to those in attendance. She has passed her CAM test and will be assisting us in our meetings. Bridget Spence gave an updated report on our finances.
4. **President's Report –** John Hefflefinger advised:
 - Preserve "C" behind Briar Creek was cleared April 16, 2021.
 - Contract with Family Lawn Care was signed.
 - Parking Inspections will be begin soon between the hours of 6:00 p.m. and 7:00 p.m.
 - Our enforcement will become stricter with non-compliances.
 - We are working on the Villas to have the garage doors and roofs matching.
 - A form from the County is being passed to have residents sign so we can have the County put reflectors and paint the curb at the entrance to 17th Street and Bay Hill Circle.
 - Power washing will be done soon to the sidewalks, signs, playground, etc. on the common areas.
 - Trees to be trimmed behind Nelda Lane.
 - The wall foundation at the entrance off Richardson Road will be repaired.
5. **New Business -**
 - A. **ARC Requests -** The following ARC Modification Requests were approved: Lott #003 (Windows), Lot #006 (Garage door and Exterior Paint), Lot #059 (Fence), Lot #059 (Repair Fence for Trash Bin), Lot #81 (Fence for Trash Bin), Lot #96 (Exterior Paint), Lot #109 (Exterior Paint), Lot #204 (Roof), Lot #282 (Roof), Lot #300 (Awning), Lot #311 (Fence for Trash Bin), Lot #312 (Exterior Paint), Lot #372 (Wooden Fence), Lot #504 (Windows)
 - B. Melissa Aquilar and John Hefflefinger will be receiving the Daily Summary Report. Melissa will be keeping the Excel Spreadsheet for each month and sending out non-compliance notices in accordance.
 - C. A motion was made by John Hefflefinger that we circulate a petition to allow the County to add reflectors and paint the curb at the entrance at 17th Street and Bay Hill Circle. Marion Pennenga seconded the motion and Laurine Heal voted yes.
 - D. The Process of Fines – Signal88 Security does a daily patrol and submits a Daily Summary. Melissa Aquilar and John Hefflefinger will be receiving the Daily Summary. Melissa will keep a daily log. Residents will receive a notice when not in compliance. The next time that the resident receives a notice he will receive a fine of \$50.00 per occurrence. A motion was made to adopt the parking fines process that the owners will be put on notice with one official letter and given an opportunity to cure. After that a fine will begin. A fine of \$50.00 per incident will be sent out to the owner. John Hefflefinger, Marion Pennenga and Laurine Heal voted to approve the motion.
 - E. Fines for Lot #385, Lot #162, and Lot #331 were approved to be sent to the Fining Committee by John Hefflefinger, Marion Pennenga and Laurine Heal. Lot #331 was approved to be fined \$100.00 per day per occurrence up to \$2,500.00 by John Hefflefinger, Marion Pennenga, and Laurine Heal.
 - F. We will be have a compliance drive through once a week instead of once a month.

G. Signal88 Security will be contacted to see if they can do a patrol at 6:00 a.m. – 7:00 a.m.

6. **Owner's Comments** – One resident needed an ARC Modification Request Form and indicated that she had received a letter asking her to remove items on the side of her house, etc.
7. **Next Meeting** – July 5, 2021. There will **not** be a meeting in June 2021.
8. **Adjournment** – John Hefflefinger made a motion to adjourn the meeting. Marion Pennenga seconded the motion and Laurine Heal voted yes.
9. Following the meeting adjournment, the Fining Committee convened to review the fines imposed by the Board of Directors. The fines were approved.

Respectfully Submitted,

Laurine Heal