

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting February 21, 2011 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:06 p.m. It was confirmed that the meeting notice was posted at least forty eight (48) hours in advance. Directors Robert Hilbert, Adam Bilbao, Chaplain Celerin and Terrence Russell were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management also attended.

2. Reading of Unapproved Minutes

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

On Motion: Duly made by Robert Hilbert, seconded by Adam Bilbao and carried unanimously.
Resolve: To waive reading of the prior meeting minutes and approve them as presented.

3. Agenda Items

Landscape Committee: Terrence Russell indicated that the sod installation was delayed due to weather but will start to ramp up again soon. He has been working to resolve communication issues and clarifying contracted tasks with vendor. Mulch will be installed soon.

Perimeter Fence: Adam Bilbao presented an update on fence project along with a handout to explain several options regarding types of materials, colors, cap styles, etc. They are creating a bid sheet for vendors to complete in order to ensure that the bids received are equivalent in scope. He will ask the vendors to provide bids based on the detailed specs and break down their costs between materials, labor, disposal of old fencing, etc.

Architectural Committee: Committee Chair Miguel Viruet presented the committee's report. The committee has approved specific changes to the paint color standards for the community. They will update the color palette accordingly and distribute copies to the Board and manager as needed.

County Grants: Chaplain Celerin and Terrence Russell will work together to apply for possible grants for installation of trees and improvements to the soccer area.

Soccer Field: Tom Leavitt is working with Patty Viruet to create the appropriate rules and signage for the sports field area. Will submit rules and sign proposals to Board for review.

Website Content: Tom Leavitt has drafted some ideas for changes to the website content and will email them to the manager and board members for review.

Pine Trees: Tom Leavitt gave update on project to remove pine trees and cleanup pine forest. Board will need to reach a decision quickly due to safety concerns. Robert Hilbert asked if Board had considered having paper company remove trees for use as pulp. Board asked Robert to research this option and provide any related input very quickly due to their need to rapidly move forward in this area. Board asked Miguel to cordon off the pine forest with caution tape to restrict entry into this area until the marked trees can be eliminated. Miguel was also asked to count tree stumps in the area that need to be removed. Board may consider having the onsite staff rent a stump grinder to handle the work.

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Tennis Courts: Tom Leavitt asked manager to begin contacting some vendors for initial information regarding refurbishment of the tennis courts in keeping with the suggestions made in the recent reserve study update. Improvements may be considered in 2011 or 2012.

Community Garage Sale: Board will be planning a community wide garage sale for about 2 months out. Robert Hilbert will coordinate this effort.

Golf Cart / Utility Vehicle: Adam Bilbao will work with manager to identify what types of golf carts or utility type vehicles are allowed on public roads within Brentwood Hills. Association will also check to see if the county can/will grant a variance to allow use of the existing golf cart.

On Motion: Duly made by Chaplain Celerin, seconded by Adam Bilbao and carried unanimously.

Motion Withdrawn: To reimburse onsite staff at a rate of \$0.50/mile for use of their personal vehicles while on Association business.

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

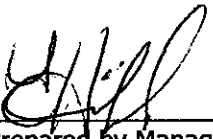
4. Open Session for Comments

The Board and Manager fielded general questions and comments from homeowners in attendance.

5. Adjournment

On Motion: Duly made by Terrence Russell, seconded by Chaplain Celerin and carried unanimously.

Resolve: To adjourn the meeting at 9:18 PM.



Prepared by Manager on behalf of Secretary