

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting June 25, 2012 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:09 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Robert Terrence Russell, Adam Bilbao and Robert Hilbert were also present. It was determined that a quorum was established. McNeil Management did not attend.

2. Approval of Minutes

The Board could not review the prior meeting minutes as prepared by Manager. Minutes will be reviewed and approved by the board during the July meeting.

3. Agenda Items

President Comments: Tom Leavitt thanked the homeowners present.

Landscaping: Golden Sun is replacing sod on Mt. Carmel. Terrance Russell met with Golden Sun to point out areas that require attention where sod is deficient. Adam Bilbao commented on the need to discuss and move forward with modifying and re-bidding the landscaping contract. Tom Leavitt advised that the landscaping contract increased per contract agreement for the annual Consumer Price Index (CPI) clause. Terrance Russell has planned to replace the dead flower/shrub areas around the community flag pole prior to the parking lot project completion.

Architectural Committee: Miguel Viruet indicated that one new member joined the committee.

Maintenance: Miguel Viruet is on vacation, and has submitted the May maintenance report. The board discussed the need to paint the floor lip in the ladies bathroom, and to add floor grit to both bathrooms. The board discussed and all agreed that safety (especially in wet areas) is a top concern and priority.

Social Committee: Patty Viruet indicated that the committee is currently organizing activities for the summer. Planning a arts & crafts day the Saturday before Father's Day. Planning for the annual community BBQ is underway. The previous request for water aerobics has been approved by the insurance company, Management Company, and board as long as its volunteer and free to all residents.

On Motion: Duly made Terrance Russell, seconded by Adam Bilbao and carried unanimously.

Resolve: To allow the water aerobics instructor to utilize the community pool providing free classes to residents.

Pine Forest Replanting: Tom Leavitt has sent the grant to the county. Robert Hilbert is going to follow up with the county on the permissible locations for planting. Terrance Russell will work with the landscaper to ensure planting and irrigation are suitable.

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Community Fence (Tuscany / Dew Bloom): Adam Bilbao will engage with Fence Outlet to ensure that 6' centers have been quoted and to add the pool golf cart gate is moved as part of the Dew Bloom proposal. Tom Leavitt has inspected the Dew Bloom tree and overgrown grass clean up and is satisfactory.

On Motion: Duly made by Terrance Russell, seconded by Adam Bilbao and all in favor.

Motion: Selected two fence patterns, 6' center, pool gate, and to award the bid to Fence Outlet with the previously approved dollar amounts for the Dew Bloom fence project.

Pressure Washing: Terrance Russell reviewed bids and discussed with the board.

On Motion: Duly made by Adam Bilbao, seconded by Terrence Russell and all in favor.

Motion: Approve the community pressure washing project at a pre-approved amount not to exceed \$5k, place a completion deadline, and replace any damage sod or sprinklers.

Sink Hole: SWIFTMUD has not come out to review the sinkhole in the Dew Bloom retention pond. The area has been blocked by post and temporary stakes and tape.

Playground Renovation: Adam Bilbao volunteered to coordinate and coordinate bids to build and renovate the playground and sport areas around the community pool.

Financial & Management Reports: Tom Leavitt reviewed financials and collections. He commented that the new collection policy is working with a decrease of almost half of uncollected amounts.

- 4. Open Session for Comments** – Resident commented on the ability to have security camera visible to all residents. Tom Leavitt proposed discussion will take place in upcoming months in regards to the policy to allow residents access to the security cameras.

5. Adjournment

On Motion: Duly made by Adam Bilbao, seconded by Terrance Russell and carried unanimously.

Resolve: To adjourn the meeting at 9:55 PM.



Prepared by Adam A. Bilbao