

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting May 15, 2017 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by President, Dove Swinsky at 7:08 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Tom Leavitt, Rick Vogt and Mark Braverman were also present. It was determined that a quorum was established. Doug Pinner represented McNeil Management.

2. Approval of Minutes

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

On Motion: Duly made by Rick Vogt, second by Tom Leavitt and carried unanimously.

Resolve: To waive reading of the prior meeting minutes and approve them as presented.

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

Fence Install: Fence Outlet has not yet provided an ETA on completion. Board reported that there is a burned out section fence along Mt. Carmel near the large blue pipe. Manager will pass this information along to Fence Outlet.

4. Committee Reports

Social: The 2017 Garage Sale ads were placed and will be published on Wednesday for sale on Saturday, May 20th. Gerri will be scheduling a committee meeting soon to discuss summer event. Committee is still seeking volunteers.

ACC: Manager reviewed proposed architectural standards and provided comments/suggestions. Manager will email marked up copy with comments/suggestions to Tom. Committee will make final adjustments, then Manager will forward to attorney for final review. Dove presented the ACC application from Sharon Snyder who is interested in serving. Tom said Sharon had been attending recent ACC meetings to observe. Dove said she had spoken with Sharon directly and felt like she would be a good addition to the ACC. The board further discussed the ACC liaison position and Tom indicated that he would like to continue in this capacity.

On Motion: Duly made by Rick Vogt, second by Tom Leavitt and carried unanimously.

Resolve: To appoint Sharon Snyder to the ACC.

On Motion: Duly made by Rick Vogt, second by Mark Braverman and carried unanimously.

Resolve: To appoint Tom Leavitt to serve as board liaison to the ACC.

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5. Business Operations

Landscape Proposals: The board reviewed proposals from CLM for the following:

- Cleanup of Common Area Behind Lowes – Dove recommends holding for now due to the cost and revisit the issue later to see if still a major problem. Neighborhood Watch committee will monitor the area to see if vagrancy issue persists.
- Irrigation Pipe at Mt Carmel – Piping was engulfed by large tree roots, proposal to route pipe around tree.

On Motion: Duly made by Rick Vogt, second by Mark Braverman and carried unanimously.

Resolve: To approve the CLM proposal for routing irrigation pipe around tree.

- Trim Palm Trees – Proposal to trim 238 palm trees throughout common areas.

On Motion: Duly made by Mark Braverman, second by Rick Vogt and carried unanimously.

Resolve: To approve the CLM proposal for trimming of 238 palm trees.

- Pine Stumps & Tree Removals – Proposal to remove pine stumps from playground and other areas, as well as remove several dead trees.

On Motion: Duly made by Rick Vogt, second by Mark Braverman and carried unanimously.

Resolve: To approve the CLM proposal for removing pine stumps and dead trees.

- Fill Dirt at Forest Area – Proposal to install fill dirt in holes left by tree removals at forest.

On Motion: Duly made by Rick Vogt, second by Mark Braverman and carried unanimously.

Resolve: To approve the CLM proposal for fill dirt in forest area.

The Board requested a proposal from CLM to remove the 2 dead/dying cypress trees from the forest area and asked Manager to follow up again with CLM regarding flowers for the "BH" plant bed at the amenity center. The board discussed the CLM pricing addendum for routine maintenance of the pet waste stations.

On Motion: Duly made by Tom Leavitt, second by Mark Braverman and carried unanimously.

Resolve: To offer CLM an amount not to exceed \$200/month for maintenance of the pet stations.

Monument Project Update: Rick explained the project progression and direction which had taken place over the last several years. He reiterated that the bidder package had been shared with over 7 contractors, but that only two (2) of the contractors were willing to submit bids. Manager will follow up with participating vendors to notify them regarding status of the decision and request direction from selected vendor for moving the project forward. As a result of the decision, Mark Braverman tendered his resignation from his position as board Treasurer but is willing to continue serving as a director.

On Motion: Duly made by Rick Vogt, second by Tom Leavitt and carried with 3 in favor and 1 (Mark Braverman) against.

Resolve: To accept the monument project proposal provided by Folsom.

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Pool Motor: Board reviewed proposal from Sav-A-Buc for new pool motor. Board also expressed interest in seeking bids from other pool maintenance providers. Board will provide set of pool maintenance specifications to Manager to begin seeking bids from other providers.

On Motion: Duly made by Mark Braverman, second by Rick Vogt and carried unanimously.

Resolve: To approve the Sav-A-Buc proposal for a new pool motor.

Director Comments: Tom provided his list of recommendations for additional lots to be escalated to the attorney for legal enforcement actions.

On Motion: Duly made by Tom Leavitt, second by Rick Vogt and carried unanimously.

Resolve: To forward the additional lots to the attorney for covenant enforcement as indicated on the list provided by Tom Leavitt.

6. Adjournment

On Motion: Duly made by Tom Leavitt, second by Mark Braverman and carried unanimously.

Resolve: To adjourn the meeting at 9:26 p.m.



Prepared by Manager on behalf of Secretary