

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting January 21, 2019 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by Tom Leavitt at 7:05 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Jim Barber, Olin Barnett, Charlie Leo, Paul Pamrow and Gerri Clifton were also present. It was determined that a quorum was established. Doug Pinner and Jennifer Conti represented McNeil Management.

2. Approval of Minutes

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

On Motion: Duly made by Gerri Clifton, second by Jim Barber and carried unanimously.

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

3. General Board Discussion

On Motion: Duly made by Jim Barber, second by Paul Pamrow and defeated by a vote of 3 in favor and 3 against.

Motion Defeated: To allow any board member to perform due diligence toward collecting information related to a community level project, without prior board discussion or approval.

4. Financial/Management Reports

Manager presented the financial and management reports and responded to questions.

5. Committee Reports

Social: Gerri thanked Tom, Charlie and other volunteers for their assistance at the recent holiday events.

ACC: Olin said everything is going well and running smoothly.

6. Business Operations

Ongoing Violations: Tom presented a list of ongoing violations that he recommends for attorney action. The Board reviewed the list.

On Motion: Duly made by Olin Barnett, second by Jim Barber and carried unanimously.

Resolve: To move forward with attorney enforcement action on the list of units provided by Tom.

Monuments: Tom said he and Gerri attended the final monument walkthrough and all items from prior punch list had been completed. The lighting transformer boxes were locked and keys placed in pool office. Olin mentioned that center sign lights at the North Mt. Carmel monument(s) were installed without the risers used at other locations. He also mentioned the power supply appeared to be different. Tom will follow up with Folsom/CLM regarding these items. Olin will get tamper resistant security bolts to replace the standard bolts used to mount power supplies. There was also a discussion regarding the purchase of video surveillance signs for monuments, but no decision was made.

On Motion: Duly made by Gerri Clifton, second by Paul Pamrow and carried by a vote of 5 in favor and 1 abstention.

Resolve: To approve final payment to Folsom, pending installation of the risers and confirmation of the proper 150W power supply.

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Old Radar Signs: Olin emailed manufacturer to request user manuals for the signs, but got back a response with lots of questions. Manager will look in HOA files to see if any documentation was provided at the time of install.

Irrigation: Olin shared his observations and recommendations regarding the irrigation system maintenance. He feels the HOA should transition the responsibility for irrigation system testing and maintenance from CLM over to another vendor. He mentioned several contractors (Vernell, ACS and Hardeman Landscaping) as potential options, with Hardeman being the one he recommends. The board discussed allowing Hardeman to perform the currently needed repairs. Manager will alert CLM to expect Hardeman to be onsite for repairs.

On Motion: Duly made by Olin Barnett, second by Jim Barber and carried unanimously.

Resolve: To approve Hardeman Landscape's proposal dated December 4th, for the needed irrigation repairs.

Pine Trees: Olin indicated that there are additional pine trees affected by pine beetles. The board discussed having Panorama treat pine trees as needed.

On Motion: Duly made by Olin Barnett, second by Jim Barber and carried unanimously.

Resolve: To authorize Panorama treatment of pine trees on HOA property at a total cost not to exceed \$1,000.

Paving of Parking Area: Tom presented bids from 3 vendors for paving of amenity center parking areas. Child Haven parking area to be included in overall paving effort, with their proportional cost to be reimbursed to HOA. Jim said he would like to postpone the decision until after the March meeting. Olin mentioned that he was familiar with the one vendor (Azarelli) who had provided a bid and had confidence in their abilities. The board discussed proceeding with the paving now, while amenity center usage is at lower levels, to lessen any inconvenience to the homeowners.

On Motion: Duly made by Tom Leavitt, second by Gerri Clifton, carried by a vote of 5 in favor and 1 against.

Resolve: To approve the Azarelli proposal at \$43,000 for parking lot repaving and curbing repairs, with Child Haven's portion of the total amount to be paid by Child Haven.

7. Adjournment

On Motion: Duly made by Jim Barber, second by Gerri Clifton and carried unanimously.

Resolve: To adjourn the meeting at 9:45 p.m.



Prepared by Manager on behalf of Secretary