

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting November 20, 2012 Meeting Minutes

### 1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:35 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Terrence Russell, Adam Bilbao, Chaplain Celerin, Rick Vogt and Robert Hilbert were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management also attended.

### 2. Approval of Minutes

The Board reviewed the October 2012 meeting minutes as prepared by Manager.

**On Motion:** Duly made by Rick Vogt, seconded by Chaplain Celerin and carried unanimously.

**Resolve:** To waive reading of the October 2012 meeting minutes and approve them as presented.

### 3. Committee Reports

**Landscaping:** Terrence responded to landscape questions from owners regarding irrigation repairs. Terrence indicated that there was significant vandalism in 2011 and some in 2012 but it has been on the decline in recent months. The vandalism has been primarily along the main boulevards and has been caused by vehicular traffic. Irrigation inspections are performed weekly by the landscaper. New plants being installed at tennis courts to prevent irrigation overspray onto courts.

**Social:** Holiday event scheduled for December 14, 2012 at 7:00pm. Santa will be onsite at the pool area for the kids.

### 4. Financial Business

**Financial & Management Reports:** Manager presented the financial and management reports and responded to questions from the board members. Manager presented information regarding the persistent violations within the community and made recommendations regarding additional enforcement actions.

**On Motion:** Duly made by Terrence Russell, seconded by Rick Vogt and carried unanimously.

**Resolve:** To authorize McNeil Management Services, Inc. to continue administering the ongoing legal enforcement actions against persistent violators while maintaining up to ten (10) individual lots in legal process at any time.

### 5. Business Operations

**Community Fence:** The Board indicated that the fence replacement is going smoothly. All feedback received thus far has been positive and owners seem very pleased with new fence. Fence project will continue in sections in accordance with prior approval and as reserve funds continue to be available.

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**Playground:** Adam presented information and proposals from playground vendors with drawings and specifications for Board discussion. Board discussed installation of new playground for children ages 2 to 5 years at front of amenity area.

**On Motion:** Duly made by Rick Vogt, seconded by Adam Bilbao and carried unanimously.

**Resolve:** To accept the proposal from American Park and Recreation to install new playground at a total cost \$59,056 with a \$30,000 down payment from reserves and the remainder to either be financed over a term of up to 36 months, depending on favorable financing options/terms or paid in full from reserves.

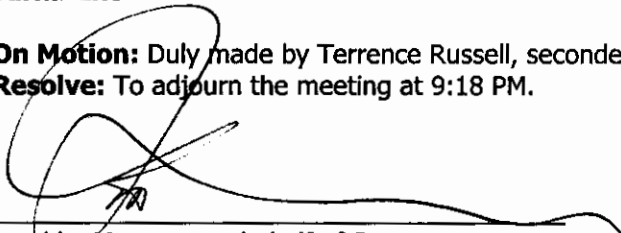
**Soccer Field Usage:** Tom Leavitt shared suggestions regarding charging resident sponsored, 3<sup>rd</sup> party organizations for use of the soccer field to recoup any/all expenses for staffing and upkeep. Association will work to determine related costs and appropriate charge and discuss at upcoming meeting(s).

**6. Open Session for Comments** – Board responded to questions from owners in attendance.

## **7. Adjournment**

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

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



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Prepared by Manager on behalf of Secretary