

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting August 20, 2018 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by Tom Leavitt at 7:00 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Jim Barber, Olin Barnett, Charlie Leo and Gerri Clifton were also present. It was determined that a quorum was established. Mark Braverman arrived after the meeting was called to order. 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 Olin Barnett, second by Jim Barber and carried unanimously.

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

3. Guest Speaker

Gena Torres with Vision Zero, a national movement that started in Sweden, addressed issues on the roadways such as high speeds, accidents, etc. She offered insight on signage and other ideas the community could use to help address some of these issues in the Brentwood Hills neighborhood.

4. Financial/Management Reports

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

5. Committee Reports

Social: Gerri said they are trying to build the committee with additional volunteers and identify a chairperson.

ACC: Olin said everything is going well and running smoothly. There have been very few applications over the last 30 days.

Staffing: There have been issues with prior staff members. Amy Gould is now the new lead along with 2 other new staff members, Sheri and Natalie. Currently the pool is open until 10:00pm.

6. Business Operations

Payment Approval: The Board approved payment of invoices for the following vendors

- Panorama – \$4,725.00 and \$800.00
- Team Terminus - \$4,160 and \$720.00

TV/Enclosure Discussion: Board discussed ongoing plans for TV/Enclosure. Olin submitted plans to fabricator, currently waiting on metal shop. Vendor trying to work the BH enclosure into his schedule.

Monuments: Tom met with Scott a representative with Folsom. They will install the lettering on September 27th and the 28th. A final walkthrough will be conducted by willing Board participants.

Panorama – Preferred Vendor List: The Board discussed making Panorama the HOA's preferred tree vendor.

On Motion: Duly made by Olin Barnett, second by Gerri Clifton, carried 4 in favor and 2 against.

Resolve: To make Panorama the HOA's preferred tree vendor.

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Pressure Washing Community Fence: Board discussed the community fence and the cleaning schedule involving the common areas. Manager to confirm that vendor uses scrubbers for sidewalks.

On Motion: Duly made by Jim Barber, second by Gerri Clifton and carried unanimously.
Resolve: To move forward with fence cleaning, target date October 15, 2018.

Erosion on Property Owners Fence Line: Homeowner explained his concerns regarding the maintenance of his grass along his rear fence line. Landscapers are currently spraying Round-Up that is killing the grass and leading to erosion issues.

Pine Tree Maintenance Proposal: Board discussed having Panorama remove five dead trees, grind stumps and any old oak stumps and treat remaining pine trees at a total cost not to exceed \$2,000.

On Motion: Duly made by Olin Barnett, second by Charlie Leo and carried unanimously.
Resolve: To approve Panorama proposal to remove dead trees and stumps and treat pine trees at a total cost not to exceed \$2,000.

Move Agenda Items Forward: Jim Barber asked, due to lack of time, to go ahead and move agenda items forward so they could discuss tree clean up behind Lowes and conduct interview of prospective board member.

On Motion: Duly made by Jim Barber, second by Olin Barnett, carried 5 in favor and 1 against.
Resolve: To move agenda items forward due to time frame.

Lowes Cleanup: Board discussed bid specs for cleanup of common area adjacent to Lowes.

On Motion: Duly made by Jim Barber, second by Olin Barnett, carried unanimously.
Resolve: To adopt the proposed bid specs and seek proposals and approve via email, provided total project cost does not exceed \$6000.

Interview of Board Candidate: Board conducted interview of prospective board candidate Paul Pamrow.

On Motion: Duly made by Jim Barber, second by Olin Barnett, carried 4 in favor and 2 against.
Resolve: To approve Paul Pamrow to fill vacant Class III position on the Board.

Special Board Meeting: Board called Special Board Meeting Monday August 27, 2018 at 7:00 pm to discuss remaining items on agenda.

On Motion: Duly made by Olin Barnett, second by Jim Barber, carried 4 in favor and 3 against.
Resolve: To hold a Special Board Meeting on Monday August 27, 2018 at 7:00 pm, to consider remaining agenda items that were unable to be addressed during this meeting.

7. Adjournment

On Motion: Duly made by Jim Barber, second by Mark Braverman and carried unanimously.
Resolve: To adjourn the meeting at 9:07 p.m.


Prepared by Manager on behalf of Secretary