

Brookfield Owners Association

Minutes

Monday, July 30, 2018

Pflugerville Community Library

1008 Pfluger St. W

Pflugerville, Texas 78660

CALL TO MEETING

Meeting was called to order at 5:30pm. In attendance were board members Scott Dollins, Julienne Hoang, Marcy McKinley, Rachel Naugle, and Richard Shelton. Vangie Bocanegra of Certified Management of Austin (CMA) was also present.

HOMEOWNERS FORUM

Leslie Hay asked a question about the agenda and what actions have occurred since the last meeting. She would like transparency about decisions that have been made by the board.

Response: The Board has not made any significant changes and have spent time most of the time onboarding new members. It was discussed to add actions that have been taken outside of the meeting to the agenda and making it more clear on the agenda that there is not any new business pending. We will start including them as a separate attachment

Jonathan Schindler asked to include actions taken in advance to increase transparency. Also, he asked for feedback from the Architectural Review Committee. He also requested an update about the issue with the pool in terms of people entering the pool when it is closed.

Response: The Board will review the ARC recommendations and send feedback. The Board hired a contractor to fix the door issue to avoid people entering the pool during times when the pool is closed. Sign-in sheets have also improved the climate at the pool.

Lucinda asked about the entrance at the Wells Branch entrance. There are trees that are dying. Some of the trees may not be getting enough water. MUD has not replaced the grass near the new signage.

Recommended to replace the trees with Cedar Elm.

Response: The Board is working with MUD on irrigation issues and will look into the replacement of trees. Also, a reminder to let CMA know if you see any issues so we can get them repaired or replaced.

Chris asked about the frequency of meetings.

Response: Meetings are quarterly

Darryl Harris is asked about receiving multiple notifications due to fines. He stated he has been getting fines since 2007. He wanted to know how to get a meeting with the board.

Response: Vangie gave him the email address and said it would be addressed.

Jenn Schmidt asked to follow up about sending out quarterly newsletter via mail and architectural rules via letter. Also, she noted that financials have not been posted since April. She also wanted to thank the Board for the patrols for July 4th and stated that the sign-in sheets are helping. She gave an update on the Northtown MUD board meeting.

Response: We will follow up on the email. Architectural reminders are included in the quarterly newsletter and in the annual meeting minutes.

REVIEW/APPROVE MARCH 2018 MINUTES

Minutes from the March 2018 annual meeting of the members were approved. Rachel Naugle made a motion to approve the minutes and Richard Shelton seconded. Motion passed.

MOTION TO VOTE AND RATIFY ACTIONS TAKEN OUTSIDE OF THE MEETING

Motion and vote to ratify actions taken outside of a meeting since last meeting. Marcy McKinley made a motion to approve the minutes and Richard Shelton seconded. Motion passed.

Summaries of actions taken outside of the meeting are as follows:

- The board hired Texas Elite Security to patrol the neighborhood on July 4th and report all firework violations to CMA. Fireworks are prohibited in Brookfield.

- The board approved to have a July 4th pool party. This event was held on July 4th. We want to thank everyone who helped out with this event and to the people who attended.

- Erin Quales does our community newsletter. Please contact CMA if you have any articles. that you would like to include. We are always looking for additional information and volunteers to help in the community events.
- The board approved Hines pool & Spa pool to install a lift quote. \$5,634.00. Lift will be installed this week. The parts have already been ordered.
- Board approved to reimburse Marcy McKinley for the bungee cord to secure the signs on the sandwich bags and the spray paint at the step at the swimming pool a flourcent yellow so no one would trip. \$38.97.
- Board approved to have Landcare install smart controllers \$18,535.43.
- Board approved to have Landcare rubber mulch the playground area.\$12,886.86.
- Board approved to have Mainstream make a bulletin board that will be installed by the pool.\$3,313.37.
- Scott reimbursement \$52.43 & \$42.09 at Lowe's for the fireworks prohibited signs. \$10.34 at CVS for a clipboard, pens, and a folder for the sign in sheets at the pool.
- Board voted Crystal Clear quote to install a sand filter \$2,570.00.
- Board voted to have compound security secure the pool entrance gate due to trespassers.\$210.00.
- Board approved ATX bid to repair the fence at 1224 Sleepytime due to a common area tree falling down on fence. \$675.00.
- Board approved ATX proposal \$475.00 to repair and replace the dog park iron fence.

TREASURER'S REPORT – JULIENNE HOANG

- The Association had \$323,644.37 in the operating account and \$361,672.23 in the reserve account
- Total assets as of 12/31/2017 was \$781,312.42
- 2019 budget will be reviewed and approved at the next board meeting
- Will update website with monthly financials

OLD BUSINESS

- Playscape Slide- CMA is currently working trying to get the playscape slide replaced or seeing if it can be repaired.
- The pool deck- We are aware that the pool deck needs to be replaced. CMA will be meeting Uretck the deck vendor on Wednesday, August 1st.
- The board is currently working with the association attorney on putting together a code of conduct that outlines what board members should and not do.
- The architectural rules committee members put together an architectural committee application, proposed color pallet for roof and exterior improvements. The board will discuss further in executives session.
- CMA is currently getting bids on repairing the sidewalks in the common are

NEW BUSINESS

No new business is pending.

EXECUTIVE SESSION

The Board met in Executive Session.

NEXT MEETING

The next regular board meeting is TBD.

ADJOURNMENT

Rachel Naugle made a motion to adjourn the meeting. Richard Shelton seconded. Motion passed. Meeting adjourned at 6:30pm.