

## Brookfield Owners Association

Minutes

Monday, January 28, 2019

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, Marcy McKinley, and Richard Shelton. Vangie Bocanegra and Peggy Kuhns of Certified Management of Austin (CMA) were also present.

### HOMEOWNERS FORUM

- Susan Soderstorm 1317 Honey Blossom- Request that the board look into changing the current fence rule to be more detailed on what owners/neighbors side are responsible for their section/fence portion.
- Erin Quarles -1113 Tudor House- Request to be involved when the board makes a decision on the design of the playscape and if we can look into installing a small fence around the small playscape area.
- Jaylin Dawson-14905 Chamimile Cove- Update on when the entrance Brookfield letters will be replaced as they were recently vandalized.
- Nancy Lu 14709 Hartcourt- Request the HOA to contact Travis County to repair the damage street in front of her house.

### REVIEW/APPROVE July 2018 MINUTES

Minutes from the July 2018 board meeting of the members were reviewed and approved. Marcy McKinley made a motion. Richard Shelton seconded. Motion passed unanimously.

### 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:

1. Approved for CMA to lift up the park benches. They are sinking into the ground.
2. Approved to replace the existing Brookfield letters that were damage/vandalized and also have each letter bolted into the sign.
3. Approved to Reimburse Scott Dollins for cookies for the santa event.
4. Landscare Mulch proposal was approved.\$14,472.81.
5. Approved Movie contract for Movie in the Park event.
6. Approved Landcare proposal to repair the main line that broke at the entrance of Tudor House.\$423.90
7. Approved Brookfield Fall annual color \$2,247.00.
8. New pool signs at the pool.
9. New Lift station and lockbox. \$5,649.00

### TREASURER'S REPORT – Scott Dollins

As of 12/31/2018 the Association had \$166,096.67 in the operating account, and \$522,889.66 in the reserve account. Total assets \$817,774.60. Enclosed in the handout is a copy of the 2019 approved budget. Also remind them that all Monthly financials are posted online.

### OLD BUSINESS

- Playscape Slide- CMA is currently working on getting bids to replace the playscapes. The current ones are damage and cannot be replaced.
- Erin Quarles provided an update on the upcoming events.
  - March 17<sup>th</sup> –St. Patricks Fun Day
  - April 13<sup>th</sup> - Easter Community Hunt
  - May 4<sup>th</sup> – Spring community garage sale.
  - June 1<sup>st</sup> - Brookfield Community Summer Pool Party
  - July 6<sup>th</sup> - Movie in the Park.

**NEW BUSINESS**

- CMA presented several landscape proposals. Marcy McKinley made a motion to proceed with Yellowstone. Scott Dollins seconded. Motion passed unanimously

**EXECUTIVE SESSION**

The Board did not meet in Executive Session.

**NEXT MEETING**

The next regular board meeting is TBD.

**ADJOURNMENT**

Richard Shelton made a motion to adjourn the meeting at 6:30 p.m. Marcy McKinley seconded. Motion passed unanimously.