

**Brookfield Owners Association**  
**Board of Directors Meeting**  
September 16, 2019 5:30 PM  
Pflugerville Community Library  
1008 Pfluger St. W Pflugerville, Texas 78660

**CALL TO MEETING**

Meeting was called to order at 5:30 PM. In attendance were board members Richard Shelton, Julienne Hoang, Wendy Russom, and Scott Dollins. Vangie Bocanegra and Peggy Kuhns of Certified Management of Austin (CMA) were also present.

**HOMEOWNERS FORUM**

The Board of Directors noted and addressed concerns brought up by homeowners.

**REVIEW AND APPROVE PRIOR MEETING MINUTES**

Richard Shelton made a motion to approve the April 2019 meeting minutes. The motion passed unanimously.

**MOTION TO VOTE AND RATIFY ACTIONS TAKEN OUTSIDE OF THE MEETING**

- Approved Grounds for Play playground remodel contract.
- Approved DreamHost website renewal.
- Approved Reserve Study revision.
- Approved Fun Flicks contract for Halloween event.
- Approved ATX Renovation Services contract for fence around toddler playground.
- Approved Capitol Tree contract to remove dead trees.
- Approved Georgetown Electric contract to correct an electrical issue at pool.
- Approved ATX Renovation Services contract for sidewalk repair.
- Approved Crystal Clear Pool & Spa contract to repair pool lighting.
- Approved Yellowstone Landscaping contract to remove spider mites from trees along Halmira Estates Drive.
- Approved Yellowstone Landscaping contract to remove rocks and add additional rubber mulch to playgrounds.

**TREASURER REPORT**

As of 08/31/2019, the Association had \$238,379.49 in the operating account and \$457,272.91 in the reserve accounts. Total assets are \$872,949.00. Monthly financials are posted on the Association website for review. As of today, total assets are \$806,279.96.

**OLD BUSINESS**

- Social Update – The Association needs volunteers in order to host more social events. We will try to do what we can but our hands are tied as the Board and Social Chair don't have the bandwidth to plan and execute without help.

- Landscape Update – The Association renewed our contract with Yellowstone Landscaping after updating the contract scope and going out for bid. Yellowstone provided the most competitive bid and over the last few months, their work has been outstanding.
- Pool Update – The pool is now officially closed. We had no major incidents at the pool this year.
- ACC Rules Committee – No progress has been made on the rules revision.
- Playscape – The new playscapes have been installed, we are waiting on shade structures to be installed. Once installed, we can start the final phase of the remodel including fencing and landscaping updates.

#### **NEW BUSINESS**

- Camera System at Pool – The board voted to approve purchasing a camera system from Costco and working with our handyman to get it installed.
- Review/Approve 2020 Budget – The board discussed the proposed budget and tabled it to give homeowners time to send feedback on the 5% increase in dues.
- Collection Directive – The board discussed the collection directive for CMA and voted to approve it.

#### **EXECUTIVE SESSION**

The Board did not convene executive session.

#### **ADJOURNMENT**

Richard Shelton made a motion to adjourn the meeting at 6:45 PM. The motion passed unanimously.