

Brookfield Owners Association
Board of Directors Meeting
January 5, 2021 5:30 PM
Zoom Conference

CALL TO MEETING

Meeting was called to order at 5:31 PM. In attendance were board members Richard Shelton, Wendy Russom, Ryan Drepaull, and Scott Dollins. Brian Schroeder from Goodwin & Company in attendance as well.

HOMEOWNERS FORUM

Patrick Barrow: Requested an update on the unsightly car (previously discussed) near his residence on Sweet Leaf Ln. The residence in question is vacant and has a scheduled force mow enforcement. The board is continuing to do everything, however given the courts are not fully functional at this time, the options are limited. The board is unable to tow a vehicle without an order by a sheriff. The residence is on management's radar.

T. Greg O'Neil: Inquired about how account receivables are evidenced in the financials. Brian referred to review the income statement with budget comparison. Uncollected assessments are approximately \$40,600. There is approximately \$75,000 in outstanding legal fees which is collected at the time of settlements. Brian to check on the feasibility to run report to depict a monthly trend. Brookfield Owners website to be updated with latest financials.

Leslie Hay: No comment.

Anabel: Appreciated the Flock camera installation.

Ana Brugger: Fireworks were a bit loud during the holidays. It's an ongoing problem as they are not allowed under the covenants of our HOA.

Andy Racic: No comment.

REVIEW AND APPROVE PRIOR MEETING MINUTES

Scott Dollins made a motion to approve the October 6, 2020 Board of Directors meeting minutes. The motion passed unanimously.

TREASURER REPORT

As of December 31, 2020, the Association total assets are \$819,215.68 split between the cash account and reserve account. Outstanding line items totaling \$147,212.38 include the following:

| | | |
|-----------------------------|--------------------------|----------------------------|
| Assessment: \$40,619 | Force Mow: \$150 | Returned Payment Fee: \$25 |
| AR Fees: \$75,804 | Late Fee: \$5,282 | Violation Fine: \$14,095 |
| Certified Mail Fee: \$1,511 | Legal Fee Reimb: \$9,667 | Working Capital: \$56 |

In 2020, we received more assessments than budgeted (by approximately \$28,000) due to past assessment collections and residents pre-paying in December. Despite not budgeting for large unexpected expenditures during 2020, the HOA still came in under budget.

COMMITTEE UPDATES

- Social Update – No update during meeting. Erin will share an update via email.
- Landscape Update – New trees to be planted at the dog park in the spring (several have died). Tree trimming performed near pool and common areas. Yearly fire ant protection put down in all common areas. Appreciation shared for Yellowstone in donating the prizes for Halloween decorating contest. Bids on landscape lights for the entrance lighting needed due to electrical at entrances needing repairs. Inquiries to be sent for solar lighting options for parks, including dog parks, and Well Branch entrance lighting. Wells Branch lighting has poor lighting and needs to be improved.
- Pool – Recap on the last season: Quiet season, water treatment improvement, however there was a few instances of glass in the pool. Our pool was kept open, although most HOA kept theirs closed. The turn buckles on the canopy may need to be replaced. Canopy inspection will be performed prior to the pool season opens.

OLD BUSINESS

- Common Area Repairs – Some sidewalks issues to be repaired. Preliminary estimate provided, pending additional bids.
- Architectural Rules – Pending final discussion and review by the Architectural Control Committee and Board of Directors.
 - Opened to attending homeowners feedback on rules in place (details vs. vague).
 - Greg: Intention is to preserve the look and feel of the neighborhood and anything reasonable within the context would be reasonable
 - Anabel: Agreed
 - Fence has to be treated cedar as mandated in the covenants
 - Horizontal fencing cannot be installed
 - Leslie: People want super specifics (given what has been asked). Suggested having a “such as” list would be helpful.
- Flock Safety – Numerous stolen vehicles recovered. Pflugerville Police Department (PD) (even though they do not have jurisdiction in our community) and Mayor PD requested access that was granted. Austin PD is being shared as well. Hotlist alerts are now going to 4 PDs. Scott worked with a homeowner to identify a car that was involved in a resident a hit and run by cross-referencing homeowner footage with Flock data. Travis county is going to report a preventive effect at our next annual meeting.

NEW BUSINESS

- Pool review – Previously discussed above.

EXECUTIVE SESSION

The Board convened in executive session and voted on an outstanding collection items and reviewed attorney reports.

ADJOURNMENT

Richard Shelton made a motion to adjourn the meeting at 7:00 PM. The motion passed unanimously.