

Brookfield Heights Homeowners' Association Board Meeting Minutes
September 3, 2024
Comfort Suites Meeting Room, 31 Frontage Road

Board Attendees: Ed Butler, Sharon Byrd, Angela Felkey, Kim Carlson, Jo Ellen Horton, Matt Curtis, Angie Curtis

Homeowners in attendance: Andrew Hutchcraft & Joette, Julie Butler, and Randy Rottler

Reading of Minutes:

Minutes presented from the August meeting. Motion and second made to approve minutes from August 2024. Motion approved.

Treasurer's Report:

Sharon presented the Treasurer's Report. The General Checking account has \$33,606.98 and the Money Market account has \$60,548.64. One homeowner still owes annual dues. This has been turned over to the attorney. No invoice from the attorney has been received yet.

Motion and second were made to approve the Treasurer's Report as presented. Motion approved.

Report of Officers:

President's Report:

Ed would like to make a recommendation to approve Kim Carlson as the Vice President. Motion and second made to approve Kim Carlson for the Vice President position. Motion approved.

Treasurer's Report: Nothing to report

Secretary's Report: Nothing additional to report

Report of Committees:

Welcoming Committee:

Rochelle no longer has retail business. Welcome baskets will need to be picked up at North End Community Center.

Property Improvements Committee:

There is an issue which will be discussed under new business.

Activities Committee:

Recycle Saturday was canceled for 2024 due to the Tippecanoe County Sheriff's Department not being able to service our event. The event would require 2 deputies who would be paid overtime, and there were not enough outdated drugs collected to justify the cost. Another concern is for the possible damage to our new road surface and parking lot as they delivered and picked up containers. In the past, the road surface has been heavily damaged from this. Another concern is the possibility of the tennis court renovation happening at the same time. Recycle Saturday began in 2013 and it was successful for a while. Once Goodwill pulled out after Covid, the event declined. In addition, the lack of volunteers from Habitat Restore contributed to the decline of the event. We will need to re-evaluate next year whether or not to have Recycle Saturday.

Fall Family Festival:

August 12th meeting was successful. Attendees included Randy and Marilyn Rottler, Angie Curtis, Madison Gilsinger, and Jo Ellen Horton. The FB post was seen by over 150 people. Madison Gilsinger and Angie Curtis stepped up as Co-Chairmen. Currently, we have volunteers for the Bake Sale, Silent Auction, Crafters, and Trunk or Treat. Entertainment will be provided by JT Hickman. Papa Macs food truck will be in attendance. We are requesting Brunos food truck. Discussion for campaigning on our FB page for more volunteers, more offerings, and general awareness of the event. Fall Family Festival will be from 5:00pm-8:00pm on Oct. 12th. Sharon will ask Rochelle to donate baskets for the silent auction.

The rooms at the Faith Community Center have been reserved for the Annual Meeting and the sign has been ordered from PJ.

Covenants and Infractions Committee:

There were a few homeowners with infractions but everyone has complied. No emails from any of the neighbors during the past couple of weeks.

Parks and Grounds Committee:

Discussion to have a neighbor use the park for her grandson's birthday party. There will be a bounce house and Lightning McQueen car at the park. Discussion to have her sign a Hold Harmless Agreement. This was recommended by our attorney. Ed will meet with this neighbor to have her sign the document.

Website/IT Committee:

July 2024 budget is posted. Newsletter has not been added yet.

Old Business:

Tennis Court Improvement Project- A Candlepower reading was done on the tennis court and it was determined that the lights are not bright enough. We currently have 150W LEDs and it's recommended to be at least 400W LEDs or 450W LEDs. They will work to make it right without an additional charge for the wattage increase.

Tennis court update-Outdoor Court Specialties is further behind with projects due to three of their employees being injured. Tennis court project was scheduled to happen at the end of August or early September. This project cannot be done during the winter months. Outdoor Court Specialties and the asphalt company work well together, and they will coordinate a time to do this project.

Kim Carlson will be the contact person for this project while Ed is out of town. Jim Everett, Randy Rottler, and Matt Curtis will be available to meet during this time if needed.

Discussion about colors to be used in the project. The court will be blue and the outside area will be green. Discussion to use black lines for the pickleball court. The Board agrees that black will be used for the pickleball lines. This is also a good choice for those who are colorblind.

Our friend of Brookfield Heights has deposited the money into a money market account which has a higher interest rate than a CD at Old National Bank. Discussion and explanation for audience in attendance.

Brookfield Heights email account has one new property improvement request which will be discussed under New Business.

The street improvement project is finished. Ed will follow up on the remaining project that is to be completed next year. Reminder that this was a sealing job not an asphalt job.

Discussion about tree growth around street lights. If the homeowner is willing to maintain tree growth, then that is preferred. However, Tipmont will help if needed.

Discussion and handout regarding amendment that was recently passed for Airbnb's, Vrbo, and transient housing. This type of housing is no longer permitted in Lafayette, West Lafayette, or Tippecanoe County. The current Airbnb on Checkers Ln. in Brookfield Heights is grandfathered in, but once the house sells, it will fall under the new amendment.

Discussion of brush along State Rd 26. Will discuss how to handle this at a future date and will get quotes in the spring.

Discussion of burning trash, brush, etc. in the county.

New Business:

Discussion of ways to promote neighbors signing up for FB page.

Discussion of rules and usage of tennis courts. Rules need to be put in place before the tennis courts open up after the tennis court improvement project is complete.

Property Improvement Request for Doug Jones at 14 Fairview Ct. who wants to extend his concrete patio. Motion and second made to approve the property request for Doug Jones at 14 Fairview Ct. to extend his concrete patio. Motion approved.

Eads, Murray, and Pugh Fall Dinner Seminar will be September 24th at Primo South in Indianapolis from 6:00pm-8:30pm with check-in at 5:30pm. Discussion of federal law with regards to homeowners associations and money laundering. No cost to attend. This is included in the annual attorney fees.

Annual Budget discussion-per Sharon if we increase homeowner dues by \$20 per household making the annual dues \$140, then we would add \$46,200 to the annual budget. Upcoming expenses include the playground equipment at the park; the 2 Brookfield Heights signs-mortar is starting to crack and fall out; the fascia boards at the picnic shelters are starting to rot at the ends; picnic tables will eventually need replaced; discussion of shade sail at the park; discussion of a swing at the park for adults to use while children are playing. Annual budget handout was provided and discussion of line items on annual budget took place. Motion and second made to approve the 2025 Annual Budget as presented. Motion Approved.

Discussion to increase annual dues by \$20 to a total of \$140/yr. Motion and second made to approve the annual dues increase by \$20. Motion approved.

Motion and second to approve \$350 for expenses for Fall Family Festival. Motion approved.

Discussion for neighbors to bring any issues to the board.

Next Brookfield Heights board meeting will be on Oct. 1st at 6:30pm.

Comfort Suites meeting room, 31 Frontage Rd.

Motion and second made to adjourn. Motion approved.