

Brookfield Heights Homeowners' Association
Board Meeting Minutes
June 6, 2023
Comfort Suites Meeting Room
31 Frontage Road

Meeting was called to order at 6:30 p.m. by President Ed Butler. In attendance were Ed Butler, Sharon Byrd, Angie Curtis, Matt Curtis, Lamyra Davila, Jeremy Gibbs, Jo Ellen Horton, and Cecil Shoemaker. All officers were present. Also present were Steve Sanders, Karen Scott, Dan Howe, Kirk Brooks, Leo Melle, Julie Butler, Tom Starn, Bob Kerney, Kim Carlson, and Rick Wellner.

Reading of Minutes

Angie moved to adopt the minutes as presented, Matt seconded the motion. Motion passed without dissent.

Treasurer's Report

The General Checking Account has \$41,764.14. The Money Market account, also known as the Reserve account has \$60,532.41. 5004 Heritage is closing on June 19, 2023; it was purchased by Stan & Mary McVay. Two late dues payers have been sent to our lawyers for collection. Jeremy moved to adopt the Treasurer's Report as presented. Motion was seconded by Jo Ellen. Motion passed without dissent.

REPORT OF OFFICERS: President

1. Ed addressed the street that was dug up at 5313 Goldersgreen near Penridge Lane. Ed contacted the appropriate entity. The entity was not able to commit to asphaltting the dig up.
2. Ed inquired of Improvements Committee chair, Jeremy, concerning a property owner's request to widen the driveway and improve the fence. Jeremy has not heard back from the property owner. Ed directed Jeremy to check back on this.
3. Window Air Conditioners: Covenants only address the HVAC units at the front of the house. Ed doesn't think our covenants address the issue of window air conditioners. Ed would like to have the Board address this issue.
4. Jim Everett, our Park Ranger, is responsible for monitoring the Park concerning trash and dog refuse. Ed entertained a motion to buy a \$50 gift card to Cheddars/Long Horn Steakhouse out of support for his work and diligence. Motion was made by Cecil to purchase a gift card and seconded by Jo Ellen. Motion passed without dissent.
5. Welcoming Committee is taking care of baskets to our new residents. Let Ed know of any new members recommended for Welcoming Committee. Angie requested that a chairman be appointed. Kim Carlson volunteered to be a co-chair.
6. Garage Sale skirmish on Goldersgreen with buyers crossing narrow strip of note and some verbal assaults occurred. Ed requested a mental note to remind our neighbors of courtesy to our visitors on the day of the Garage Sale.
7. Entrance to east end of our neighborhood is having an issue with the storm drain near the new ADA approach. This is a state issue. Ed spoke to an InDOT representative to repair this wash out hazard. They will look into it.

COMMITTEE REPORTS

Welcome Committee

Mary delivered a basket to 39 Brookfield Drive. Baskets are assembled with relevant information for new residents.

Property Improvement Committee

Jeremy stated that Angie is working on a more streamlined approach to property improvement requests.

Social Activities Committee

Jo Ellen stated the Garage Sale was successful. Plenty of food trucks and neighbors serving food. Food Truck Thursdays have begun. Vendors are happy with sales. New vendor, Rolling in Dough, has been added to our list of food truck vendors. Some confusion concerning "Big Dog" and "Black Dog" food truck vendor was reported and discussed.

Angie has begun "Rolling in the Park" on Saturdays from 10:00-11:30. We have had two so far. Orange cones have been purchased and labeled.

Jeremy is working on getting the horseshoe pit back into usable condition.

Infractions Committee

Ed reminded the visitors that we can only discuss general issues as a Board. More specifics are discussed in Executive Session. Matt reported that he visited quite a few homes dealing with lawn care, parking on sidewalks, and other repeat offenses. Knocked on doors, then left a letter. Concern was expressed concerning an open garage door.

Park Oversight Committee

Matt has noticed an issue with carpenter bees around our wooden structures in the Park. Matt would like to install traps on all shelters. Matt moved to purchase traps from Walmart for \$15-16. Cecil seconded the motion. Motion passed without dissent.

IT/Webmaster

Angie reported that our current website server costs \$14.95/month. We are migrating from Vista Print to Wix. Vista Print is merging with Wix. This should not effect our service. Committee descriptions have been added to website. Calendar has been updated.

Jeremy reported that we have 84 members on our Brookfield Heights Community Facebook page. We are trying to direct residents from our old Facebook page to our new page. We are trying to monitor move outs and move ins. Cecil is very picky about admittance to our new Facebook community page.

Angie would like to add Cecil to the IT committee. Angie moved to add Cecil to the IT Communications committee, Jeremy seconded the motion. Motion passed without dissent.

OLD BUSINESS

1. Common Area Lawn Treatment: Ed corrected the amount for extra lawn treatment. The amount will now be \$1,860 (\$100 per treatment). Ed and Clint Federer both signed the new contract. Matt moved to approve the new amount. Jeremy seconded the motion. Motion passed without dissent. Federer has sent an invoice for two months of total lawn care service in the amount of \$2,515.00.
2. Fire Hydrant Paint has arrived. Cecil can now make arrangements for volunteers to paint all of the hydrants. We have 10 volunteers. Ed, Jeremy, Matt and Lamyra requested to be added to the volunteer list. Ed requested 2 gallons of paint.
3. Eads Murray and Pugh direction for record keeping: We need a committee to begin culling our stored records in the Fall. Cecil volunteered to chair this committee. Sharon is also interested. If information is stored on a thumb drive, Ed recommended the purchase of a fire safe for storage of these digital documents.
4. Timber edging in the Park will be replaced/repared in a couple of weeks for about \$28.00
5. Climbing wall needs to have bolts tightened or replaced. Jim Everett has one of the bolts.
6. Our Brookfield Heights email account report:
 - 2 requests to be put on Food Truck schedule were received. These were forwarded to Jo Ellen.
 - A Realtor submitted a question about a flagpole in yard and library box. Ed responded with flagpole is ok., library box is not. We have a Library Box in the Park.
 - Concerns about soliciting in our neighborhood. Ed has addressed these issues with the solicitors. Ed recommended contacting a Board member or the Sheriff's office. Our covenants expressly forbid any solicitors in our neighborhood. This would supersede any county council regulations.
7. Tennis coach contacted Ed about scheduling tennis lessons. Ed told him that this would not be allowed.

NEW BUSINESS

1. Ed reminded us about additional committee members—just forward names to Ed for eventual approval.
2. Ed reminded us that July's meeting will be postponed to July 11th due to the 4th of July holiday.
3. Ed recommended the purchase of a plastic table for use at the Park from Menards (\$45.00+tax). Cecil moved that we make this purchase. Sharon seconded the motion. Motion passed without dissent.
4. Rolling in the Park will occur on Saturday mornings, weather permitting. Jo Ellen will supervise if Angie is unable to supervise. Ed reminded Angie that she can call on any of us to assist if necessary.
5. TENNIS COURTS: Ed is going to work up a quote spec to insure we are comparing "apples to apples" in our process. Lamyra has one quote, and Ed would like to approach 3 other contractors with this quote spec. Ed would like for the contractors to personally see our court before sending a contract. He read one of the contracts as an example of what to expect in a contract. Pickle ball court linings were included. The pickle ball net is to be 2 inches lower than a tennis net. A contractor has a setup to easily change this net height if we so desire. After receiving all requested contract estimates with our quote specs used, the Board will then decide which contract to award. This will take some time due to the schedule of the contractor. We probably will not have any work done anytime soon. Lamyra stated that the

quote that she has is preliminary for repair only and more contact needs to be had with the contractor. This contractor is willing to do a conference call with the Board to answer our questions. Ed wants the Board to exercise due diligence through the comparison of quotes due to the large expense of the repair and renovation of our tennis courts. Ed stated that the cost to replace the tennis courts would be cost prohibitive with our current budget. Most of these contractors are booked for the year and may not get to us this year. If it is done in the Fall, the contractor expressed some reservations concerning the weather. If done, this would lock up the courts for 3-4 months. Quotes are from Franklin or Indianapolis. The last quote we received was for \$25,000.

6. DRINKING FOUNTAIN: Jeremy presented a copy of a quote for replacement of our current drinking fountain for \$4,610.42. This does not include any labor to remove and install. Jeremy contacted local parks departments, who stated that they would have replaced these fountains by now due to health issues. Sharon stated that she believed the current fountain was installed in 2009 when the playground equipment was installed. Angie suggested a cover be purchased to indicate the fountain was closed and protected for the winter. Cecil moved that we purchase the new water fountain for the Park. Sharon seconded the motion. Motion passed without dissent.
7. SWINGS: Ed reported on the condition of the swings. Most of them have issues of deterioration and damage. Ed contacted a company who makes these swings. Ed got a quote for the replacement of a set of commercial swings (3 adult belt seats and 2 child bucket seats) in the amount of \$686.94 (includes sales tax and shipping). We don't need to change them all at once but store in the shed until the need. Jo Ellen made the motion to purchase the complete set in the amount of \$686.94. Angie seconded the motion. Motion passed without dissent.
8. MULCHING THE PARK: Wrede's has given a cost of \$285.10 for 5 yards of mulch. Jo Ellen moved that this be purchased. Angie seconded. Motion passed without dissent.
9. ROCKS AROUND SHED: Board did not want any rocks in the playground due to children's use and mower damage. The Board took no action. Clint Federer already sprays weed killer around the shed. We will table this action.
10. SEAL COATING AND GUTTER CLEANING: Ed will investigate the possibility of having the streets seal coated and the gutters cleaned. Ed will report back at the next meeting.

QUESTIONS AND ANSWERS FROM OUR NEIGHBORS

1. Dan Howe, Kirk Brooks, Tom Starn, Bob Kerney and 1 other property owner on Fairfield View Court came to the Board to complain about the property on Fairfield View Court that has been an issue for 7 years. They presented pictures from the past 7 years. They reported issues with blocking the sidewalk, cutting his yard too low for summer, RVs parked for many weeks, no plating or misplating of vehicles and poor condition of backyard. Further, they were concerned about the possibility of selling their homes with this property in such a state of disrepair and covenant violations. These 5 neighbors have attempted to contact the Board for covenant violations for many years, and the Board has taken no action. The Board listened and asked many questions and assured these homeowners that this property is being addressed tonight in Executive Session. Ed expressed his appreciation for these neighbors speaking to the Board.
2. A neighbor expressed the suggestion to move Audience Comment to the beginning of the meeting.

Our next meeting will be at the Comfort Suites, 31 Frontage Road on Tuesday July 11, 2023 at 6:30 p.m.

All business being concluded before the Board, Angie moved to adjourn with Matt seconding the motion. The motion passed without dissent. Executive Session was called to order after the General Meeting.

Respectfully submitted,
Cecil Shoemaker, secretary
Brookfield Heights Homeowners' Association