

**Brookfield Heights Homeowners' Association Board Meeting Minutes
Comfort Suites Meeting Room, 31 Frontage Road
April 7, 2026**

Board Attendees: Ed Butler, Randy Rottler, Jo Ellen Horton, Kim Carlson,
Matt Curtis, Sharon Byrd, Angela Felkey and Stacy Workman

Homeowners in attendance: Rick and Mary Corwin, Chloe Wagers, Stan and Mary
McVay

Reading of Minutes:

Minutes presented from the March 2026 meeting

Motion and second made to approve minutes. Motion approved

Treasurer's Report:

General Checking account has \$45,268.13 and the Money Market Account has \$55,568.62. One home still owes 2024, 2025, and 2026 annual dues. Two homes owe 2025 & 2026 annual dues. The attorney has these. One of these homes is in foreclosure and is scheduled to be sold at Sheriff's sale on May 6, 2026. 314 (95%) homeowners have paid dues; 16 (*updated to 14 now) still owe. Final notices will go out to the homeowners that still owe. The March invoice was received from EMP. Motion and second to approve the Treasurer's report; Motion approved

Report of Officers

President:

Reminder of Spring Dinner Seminar for Eads, Murray, and Pugh-Tuesday, April 21st; noted who can attend

Vice President:

Last month's meeting went well

Secretary:

Nothing to report

Treasurer: Home in foreclosure; discussion of who to call regarding yard; discussion to call the bank

Welcoming Committee:

Baskets have been delivered to 2 of 3 of newest homeowners; Angela will deliver to the house on Heritage Drive this week.

Property Improvements Committee:

Activities Committee: Garage sale sign ordered; American Porkers will be the food truck on site during the garage sale; Food truck schedule is almost finished; request for new person to takeover Fall Family Festival; copy of vendors for Food Truck Thursdays is listed on website

Parks & Grounds Oversight Committee:

Park has been mowed one time; we will approve the contract for mowing at the park tonight

Website/IT Committee:

Website and Facebook are updated

Covenants and Infractions Committee:

Slow right now; information to share during executive session

Discussion to post some things that need to be done on a Facebook post

******Motion to suspend regular order of business; motion made to suspend meeting; motion to approve home improvement requests; motion approved**

Property Improvement Requests:

- Cheri Swisher @ 117 N. Brookfield; replace old patio, three new evergreens in back, trim up existing trees; motion and second to approve Cheri Swisher's request per her submittal; motion approved
- Sandy Minth @ 5012 Checkers Ln.; request to add sunroom to back of house approximately 14 1/2 ft X 20 ft using siding and roofing similar to existing home; no plumbing required; Motion and second to approve Sandy Minth's sunroom addition per her submittal; motion approved
- Eric Dziekonski @ 16 Haymarket Way; wants to install a swing set in the backyard; Motion and second to approve swing set as permitted; Motion approved
- Eric Dziekonski @ 16 Haymarket Way; wants to install 4 solar panels on shed roof in back yard; Discussion of what is in the covenants regarding solar panels; will be located towards back of fence; Motion to not approve solar panels on shed but to approve 4 solar panels installed on the ground in the back yard within the privacy fence in back yard; Motion approved
- Byron Wagers @ 88 Penridge Ct.; request to install a shed in backyard; roof and shingles to be similar to house; 12x10 directly behind the house; Motion to approve shed as submitted; Motion approved

- Stan and Mary McKay @ 5004 Heritage Dr.; request to install a new shed in backyard in northeast corner of property line; 10x12; Motion and second to approve a new shed as submitted; motion approved

Old Business:

- Quote from T-N-T Landscaping for clearing brush along St. Rd. 26 and park -includes trimming back tree limbs & bushes; clear out suckers at bases; separate quote will be provided to remove some existing trees & bushes that are too close to sidewalk; T-N-T (handout) would cost \$1,950 for the first application and \$1,350 for future applications through 2026-2027. Any tree/stump removals & plantings quoted per request; Memo not interested; Gutwein Landscaping- not interested; Zebra Landscaping- they never followed up; never returned Ed's second call; Motion and second to approve T-N-T Landscaping to clean up St. Rd. 26 and park area; Motion approved
- Move Facebook advertisement to web page; discussion of Google form created that will link to Google sheets; discussion of what is included on the page; discussion of who to include on the page
- Neighborhood burning recommendations cover letter (on hold for now)
- New food truck feather flag- Kim contacted Sign Art - quote provided (no picture) for 14 ft. flag with a pole, double-sided for outdoor use for \$143.00
- Long term goals/projects with budget numbers (updated handout provided); discussion to get prioritize needs

New Business:

- Tennis court lighting issue- Discussion to get 8 new 420 watt / 60k lumen blade LED fixtures; remove the 4 LED 200 watt lights on the basketball court & replace with 4 existing LED 300 watt lights from tennis court; credit BH HOA \$300 for the LED 200 watt lights removed from basketball court; \$10,550.00 quote includes all labor, new arms on the tennis court & reflects the \$300 credit for return of basketball lights; Motion and second to approve the contract with Huston Electric to install 8 light fixtures for a total of \$10, 550.00; Motion approved
- Mowing and weed treatment for 2026- \$1,900 total- (an increase of \$100); lawn treatment is \$1,900 and \$230.00 per mowing; Motion and second to approve Federer Lawn Care for 2026; Motion approved

The meeting is adjourned.

Next Meeting:

Comfort Inn & Suites - May 5, 2026 @ 6:30 PM

