

Brookside Townhomes Homeowners Association, Inc.
Board of Director Meeting
Minutes
February 8, 2024

Call to Order

The meeting was called to order at 12:06 pm.

Approval of Minutes

A motion was made and properly seconded to approve the minutes from the December 19, 2023 Board meeting. Motion passed unanimously.

Guest Comments

Various comments were made from the following guests: Sheila Wyatt, Eddie Wells, Katrina Florez, Robert Marantea, and Frances Griffin.

Financial Reports, Collections, and 2024 Budget

Year End Financials

David presented the December 2023 year-end financials. He reported the HOA had approximately \$87,000 in the bank and the loan balance was \$92,600. Deposits collected were approximately \$37,000. Net income for the year was approximately \$25,000 was all used to pay down the road and infrastructure loan. He discussed the cost increases in insurance, legal fees, and utilities. A motion was made and properly seconded to approve the financials. The motion passed unanimously.

Collections

David discussed the account receivable report. He noted that several owners had prepaid for the entire year. The Board discussed the revised payment plan proposed by the owner of 914 Brookside Place, which would have the balance repaid within two years. This proposed plan has been approved.

2024 Budget and Dues

David once again presented the two proposed budgets, one with dues at the current level of \$120 and one with dues set at \$150. The Board discussed the budgets and the increased expenses. In lawn care, pool maintenance, and sprinkler repairs. The Board discussed the road loan payments, which are approximately \$35,000 per year. The Board agreed with maintaining dues at \$120 for normal operating expenses and adding \$30 for the costs associated with the stormwater improvements (road loan). Even at \$150 per month, the budget is expected to be breakeven. A motion was made and properly seconded to approve the 2024 Budget and set the dues at a total of \$150 per month. The motion passed unanimously. Kim stated that a letter would go out to all the owners informing them of the increase. The Board will also discuss the budget and dues level at the annual meeting, and vote again to approve them.

Old Business

The annual meeting has been scheduled for March 7, 2023 at 6:00 at St. Paul's Lutheran Church, just outside the Brookside community. A notice will be sent out to all owners, which will include the agenda, 2024 budget and dues, proxy, board member nomination, and other information.

New Business

Pool

We still have not figured out the cause of the increase in water usage. We have had plumbers, a leak detection company, and the pool company all search for leaks. They were unable to find any leaks. Kim said she would speak with the pool company to determine what else can be done.

Brookside Townhomes Homeowners Association, Inc.
Board of Director Meeting
Minutes
February 8, 2024

Lawn Maintenance

Kim stated she would sign the contract. The Board asked that the lawn maintenance company cut back the overgrown shrubs before the growing season.

Sprinklers

David gave an update on the sprinkler system repairs. After the road and curbs were completed much of our sprinkler system was damaged. We have had several sprinkler companies come out. We had the sprinkler pump replaced and it was still not enough water coming out. We finally found a well company that came out and use high-pressure air to blow out the well. After we got water flowing to the system, the sprinkler company came out to assess the system. There were multiple zones on at one time because valves were stuck open from debris. They found many valves were broken. We have a total of 20 valves. They have replaced seven of them. Once they get the water flowing that is when the real work will start. We are entering that phase now. As they go through the system they will send us updates and estimates for repair.

Tennis Courts

No news or updates.

Lights

Kim reminded Board members that if they noticed lights were out to send her the pole number and she can report it to Florida Power Light.

Abandoned Vehicle at Tennis Court

The Board discussed the vehicle, which previously belonged to Garth Kleckner. It had been reported that Mr. Kleckner had gifted the vehicle to another resident, and that resident had moved away, leaving the vehicle. Kim indicated that Etheridge would post a notice on the vehicle and have it towed if it was not removed.

Dead trees behind 914 Brookside Place and 914 Brookside Court

After a storm, a dead tree and numerous branches had fallen. The owner removed the tree, but there are still dead branches lying on the ground. David requested that Patrick ask the lawn company to provide a quote to place the branches in dumpster. The cost should not be high since the branches are on the ground.

Pets

The Board discussed the dog at 4211 Brookside Drive (large white mixed dog). The Board had received all the required information for approval of a housing accommodation for an emotional support animal. The animal is limited to the interior of the house. The Board noted that the approval can be rescinded if the rules are not followed.

ARC Request for 4283 Brookside Drive

Etheridge had received a request from the owner to build a covered porch or screen room. The Board discussed the request. They noted that not all of the required information was present, information provided was conflicting, and the project as proposed would not allow for emergency access behind the

Brookside Townhomes Homeowners Association, Inc.
Board of Director Meeting
Minutes
February 8, 2024

unit. A motion was made and properly seconded to reject the request. Motion passed unanimously. The Board asked that when notifying the owner, Kim indicate that the Board would likely approve the requested if the project was clarified, all required information was provided, and the project revised to allow for at least six feet of emergency access. The Board suggested limiting the project to the existing concrete pad and removal of a concrete planner.

Adjournment

With no further business, the meeting adjourned at 1:37 pm.