

Brookwood HOA Annual Meeting – November 9th, 2021

Location: Village Presbyterian Church on Antioch; 14895 Antioch Rd.,
Overland Park, KS 66221

Call to order: 6:12 pm

Adjourn: 7:06 pm

Next Meeting Location: TBD

Next Annual Meeting Date: TBD

Introduction of the Board, FirstService Residential, and Total Management

Chris McGuyer: President

Gloria Wolfe: Vice President

Alissa Bundy: Secretary/ Social Committee Chair

Chris Merkel: Treasurer

Jeff Mehlin: Member at Large – Pool/Landscape Committee Chair

Carolyn Beuttel: Member at Large - Architecture Review Committee Chair

Jeff Cusick: Member at Large

Tobi Barnett: Member at Large

Jen James: First Service Residential Property Manager

Peggy Craig: Total Management Property Manager

Jim Bourquet: Total Management

Home Owners in Attendance: 4

Member not in Attendance

All Board Members in Attendance

Minutes

- Chris McGuyer called the meeting to order at 6:12pm and Jeff Cusick seconded.
 - Chris McGuyer moved to approve 2020 Annual Meeting minutes, Gloria Wolfe seconded.
- Motion Passed

Social Committee Report (Alissa Bundy Social Committee Chair)

-HOA Hosted 4 events so far this year.

1. Spring Easter Bunny Drive by and sidewalk chalk contest
2. Summer Pool Party with DJ and Prizes. Realtor and fellow Brookwood Homeowner, Jeremy Applebaum, sponsored Kona ice for the event.
3. August back to school event with Twisters Custard at the HOA playground
4. Fall/Halloween Social with Louisburg Cider Mill Donuts and Cider, as well as crafts and tattoo artist.

-Currently under budget for the year.

Pool/Grounds (Jeff Mehlin Pool/Grounds Committee Chair)

-Pool slide is currently under repair.

-Water leak from an old sprinkler head was discovered under the pool deck and repaired.

-Playground Project: Playground footprint was reduced and new sod was added around the playground rubber mulch area.

-Basketball Goal was replaced and set at a height of 10 feet.

-Parking lot LED light and pole were installed. Wiring and foundation for a second light in the median is completed. Second pole and light will be installed when budget allows and approval by the board is granted.

-New Camera System was installed at the pool with views of the pool, parking lot entrance, parking lot, and playground area. Camera system was utilized to investigate the glass vandalism which occurred at the pool. Responsible homeowner was identified and paid for damages.

-New Volleyball net was installed, posts painted, and sand distributed within the court boundaries.

-Pool repairs such as deck repairs and pool filter repairs are anticipated for the next pool season.

Architectural Review Committee (Carolyn Beuttel ARC Chair)

- Discussed importance of completing the ARC form with details of the project request and the need for paint color name and brand when submitting a paint request. ARC form and fence examples can be found on eNeighbors.

Landscape (Chris McGuyer)

- Minor repairs were needed on irrigation system and master valve installed to reduce water pressure to the system when the system is not running which will help reduce repairs needed.

- Common area trees were trimmed this year

- 15 trees removed due to disease. Board and Total Management Company will identify areas for tree planting as budget allows.

- Rose bushes at monuments removed due to disease. Working with Lawngevity to identify a good replacement shrub to be planted in the spring.

- Rain sensors installed have helped reduce water usage with the irrigation system.

- Monument lights repaired

- Switzer Trail Project: 2 swells were installed this summer which helped drain HOA grass area around the trail, however, the trail continues to flood due to the dip in the center of the trail which holds the water. HOA will be working with the City or Overland Park to cut open the trail and add drainage.

HOA Financials

-Jen James reviewed 2021 YTD Financials, budget vs expense summary. The Association ended the month of October with \$95,578.07 in operating account and \$39,980.74 in reserve account. The association has spent \$189,546.23 for the Y-T-D period. Currently over budget in 2 areas. Sprinkler Maintenance cost due to an aging irrigation system and needed repairs. Pool security which FSR will be reimbursing the Association for 50% of the variance.

-Chris Merkel reviewed 2022 Budget considerations pending board approval.

*No dues increases this year as the Association is saving in some contract areas which is anticipated to balance out potential inflation increases.

*2022 Budget will be based on historical numbers and contracts for 2022 as well as anticipated water and energy increases.

* Board is trying to avoid special assessment dues by anticipating financial needs of costly future pool projects/repairs.

* Chris Merkel will continue with reserve study and refresh yearly as needed.

2022 Proposed Improvements / Projects

- Ongoing tree removal and replacement.
- Switzer Trail drainage.
- Pool filter and pool deck repairs

Responses to Homeowners Questions

No Homeowner questions or feedback expressed

Vote on 2021 Board

Votes/proxies were counted by Jen James.

Board expanded to 9 members total

Announcement of New Board – by Acclamation

Chris Merkel

Jeff Mehlin

Justin Cook

Introduction of new Property Management Company

Brookwood HOA is currently transitioning from First Services Residential to Total Management Company for property management services. Transition will occur November and December 2021. Final Service month for FSR will be December 2021, in which time Total Management will take over all services outlined in contract.

Meeting Adjournment

Chris McGuyer made a motion to adjourn with a second from Jeff Cusick. Meeting adjourned 7:06 pm.

Signature Date