

Brookside Townhomes Homeowners Association, Inc.
Board of Directors Meeting
March 3, 2026
Minutes

Call to Order

Pat called the meeting to order 6:02 pm.

Minutes

David made a motion, which was properly seconded by Patrick, to approve the minutes from the October 28, 2025 Board meeting. Motion passed unanimously.

Guest Comments

None

Financial Report

David reviewed the year-end financial report:

- The loan has been paid off.
- David budgets collecting 95% of dues. Dues collections were significantly higher than budgeted because owners made prepayments and paid past due amounts.
- Common area maintenance was lower than budgeted.
- Lawn Maintenance was lower because of not having to have any tree work done during the year.
- Water has been up \$5,000 this year because of the ongoing leak.

Patrick made a motion, which was properly seconded by Connie, to approve the year-end financial report. Motion passed unanimously.

2026 Budget

David presented the 2026 Budget. He reported there is not a lot of difference in the budget from the prior year. 2026 will be a year of building back reserves. The budget does not include increasing the dues for this year. David reviewed the reserves. Patrick made a motion, which was properly seconded by Connie, to approve the 2026 Budget. Motion passed unanimously.

Old Business

The Fining Committee

The Board discussed the fining process and committee. The process was approved by the HOA attorney and is still in place. Karen Reardon, Shelby Nightingale, and Laurie Shramm all have agreed to serve on the Committee. David suggested fining committee meeting be scheduled for the year and canceled if not necessary.

New Business

Pool

Kim had Aqua Pool come out and check the leak at the pump. We will talk about options at the annual meeting.

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Lawn Maintenance

- The lawn maintenance has been treating the yards. The owner of 4283 Brookside Drive asked Kim to notify the lawn contractor to not treat her yard.
- The Board asked Kim to remind the lawn contractor to service the areas behind the units, which are included in the contract.
- The Board asked Kim to remind the lawn contractor that bushes need to be consistently cut and that the shrubs behind the dumpsters need to be constantly maintained so that the dumpsters can be serviced.
- The Board asked Kim to inspect the overgrowth at the end of Brookside Drive. Kim stated she would call Greg.

Sprinklers

- The sprinklers are up and running. The Board agreed to start the system at 6 am. Kim indicated that she would contact volunteer owner Ed to adjust the start time.
- Connie indicated that she had received a bill from the sprinkler company. She had contacted the contractor to have work done on her property. The Board indicated that she would be responsible for payment of the bill but asked her to send the bill to Kim for further consideration. No action was taken.

Tennis Courts

Kim is getting a quote for the necessary repairs from Roger Bontrager, who has provided construction services to the HOA previously.

Other Matters

- Annual Meeting – The meeting is scheduled for Thursday, March 12. All current Board members stated they would run again. In addition, owner Jeremy Gossett stated he would run for the Board.
- Maintenance of Mailboxes – Board members discussed damages to the post office boxes. The Board felt that the USPS should be responsible for the boxes.
- Commercial Car Wash – Board members discussed a recent incident with a mobile car washer setting up at the end of Brookside Place. Pat noticed him coming into the property. Pat called David and asked him to speak with the man, which he did. The man had not just set up and invited people to utilize his services. Multiple residents had contacted the business to request their cars be detailed on site. David likened the situation to an HVAC repairman or contractor doing work for a resident. He indicated that it seemed reasonable to him. Although he had set up in the visitor spots, there were still spots available. Pat still expressed concern. No Board position or action was taken on the matter.
- North Brookside Drive Visitor Parking – Dawn asked the Board if it would be possible to shift the dumpster and redo the striping and signs so that the area could once again be used as visitor parking, since the area could not be used for a recycling dumpster as originally planned. The Board discussed the matter. The consensus was the spots

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could likely only be used for compact cars, but that it was still a good idea, as visitor parking is extremely limited in the area. Kim stated she would inspect the area and investigate re-stripping and signs for the area.

Adjournment

The next meeting will be the Annual Meeting on March 12, 2026, with a short Board meeting to elect officers and set the monthly Board meeting schedule directly after. With no further business, the meeting adjourned at 7:45 p.m.