

**Brookside Townhomes Homeowners Association, Inc.**  
**Board of Directors Meeting**  
**May 26, 2026**  
**Minutes**

**Call to Order**

Pat called the meeting to order 12:02 pm.

**Minutes**

- Dawn made a motion, which was properly seconded by David, to approve the minutes of the March 3, 2026 Board meeting. Motion passed unanimously.
- David made a motion, which was properly seconded by Dawn, to approve the minutes of the March 12, 2026 Annual meeting. Motion passed unanimously.
- David made a motion, which was properly seconded by Pat, to approve the minutes of the March 12, 2026 Board meeting. Motion passed unanimously.

**Guest Comments**

None

**Financial Report**

David reviewed the April 2026 financial report:

- The HOA has approximately \$108,000 in the bank, of which \$39,000 is in the Deposits account
- He has asked Kim to transfer \$30,000 from the Operating account to the Money Market account to earn higher interest
- Net income for April was approximately \$600 more than budgeted
- Net income so far for the year is approximately \$26,000, which is \$10,000 more than budgeted, but only because of dues prepayments which will resolve by year end

David made a motion, which was properly seconded by Pat, to approve the April 2026 financial report. Motion passed unanimously.

David presented and discussed the receivables owed to the HOA. All large past due accounts are currently with the attorney for collection action.

**Old Business**

Terminate Spraying

Kim stated that she is in the process of securing quotes from various vendors. Once the quotes arrive the Board will discuss any potential next steps. Before the Board decides to move forward, the HOA will need an opinion from the attorney concerning the allowability and potential risks associated with the HOA paying for this service for homeowners.

North Brookside Drive Visitor Parking

The Board discussed that this area was previously visitor parking prior to the roads being repaved and striped. The area was intended to provide access for a recycling dumpster, but commercial recycling has since become no longer available. The Board had previously discussed covering the current lines and restriping the area so that it can once again be used as visitor parking. Kim stated that she is in the process of securing a quote, but that it

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seemed like a small job. David suggested that if the quote came in under Pat's \$500 spending authority that Pat could provide approval since the entire Board agreed with the change.

**New Business**

Pool

- Pool Furniture
  - Kim stated that she would get quotes for both types of materials (strapping and mesh) and present them at the next Board meeting
- Pressure Washing
  - Kim and Patrick stated they would be working on quotes for pressure washing the pool deck, and potentially the pool coping and exterior walls

Lawn Maintenance

- Monthly Maintenance
  - The Board discussed the following items which need to be addressed
    - Creek line is not being cut
    - Shrubs have become overgrown
    - Vines are growing on top of shrubs and on the buildings
  - Patrick and Kim will schedule a time with the vendor to walk the property and document each area that needs to be addressed
- Trees/Shrubs Growing Over Fence
  - Peachie asked about trees and shrubs that are growing over the fence
  - The Board discussed that the HOA does not maintain trees and that there is no common area behind units.
  - Anything from non-Brookside adjacent properties like HillBrook would need to be addressed by the owner to those property owners

Sprinklers

- Board members reported to Kim several areas with sprinklers problems that need to be addressed
  - 923 Brookside Court – Sprinklers are spraying the side on the unit
  - 4269 Brookside Drive – Excess water possible from the sprinklers
  - Entrance – East side of entrance appears very dry

Tennis Courts

- Repairs
  - The Board discussed the high cost of fully repairing and resurfacing the tennis court. Kim stated that she would seek a cost for a bare minimum necessary to be able to use the court safely.
- Security
  - Board members reported that they had noted residents inside the tennis court, which was supposed to be locked and secured.

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- Kim stated that she would contact the lawn maintenance contractor to make sure they keep the gate locked.
- Kim will also investigate the costs for Brookside-themed signs, one that says, “Closed for Repairs” and another that says, “Closed for the Season.”

Other Matters

- Property Inspections
  - The Board discussed the possibility of hiring a vendor to conduct property inspections for violations of other matters that need to be addressed. The Board opted instead to ask Board members to volunteer to occasionally walk around, inspect the properties, and report any issues to Kim.

**Adjournment**

With no further business, the meeting adjourned at 1:20 p.m.