

**Brook Run Village Owners Association
Board of Directors
Meeting Minutes
February 18, 2020**

The meeting was held at the Altoona Public Library and convened at 7:00 p.m.

Directors present: Jason Bahr, Marty Chebuhar, Steve McClure, and Steve Wallace.
Absent: Pam Schwartz.

Minutes:

Minutes of the Jan. 20, 2020 meeting were formally approved without changes.

Treasurer's Report:

Bahr reported an operating account balance of \$29,291.32 and a capital reserve fund balance of \$254,896.36. Bahr also reported that collection of the Association's annual membership assessments is on track. Brook Run property owners have through Feb. 28 to pay the mandatory \$125 dues without penalty.

New Business:

The board unanimously approved:

- A new two-year contract with Gulling Property Management, beginning March 1, 2020. The renewal includes the same monthly fee of \$500 for the first year, with an option to negotiate the fee for year two. Gulling provides financial services and record-keeping, covenant enforcement, and advisory services. Approval came on motion by Chebuhar, seconded by McClure.
- Renewal of service agreements for 2020 with: LAW Landscaping Service (Luke Werthmann) for mowing and weed control in certain common areas, primarily around the Association's entrance signs; and Dave's Lawn & Garden Service (Dave Finn) for maintenance of landscaping within the neighborhood's traffic circles. Their bids were accepted on motion by Bahr, seconded by Wallace.
- The Association's federal and state income tax returns for 2019, which call for payment of \$1,413 in federal and \$240 in state taxes (motion by Bahr, seconded by Wallace). The tax liabilities stem from interest income on the Association's capital reserve fund.

Other Business:

Awareness Campaign. Chebuhar reported on efforts to increase awareness within the area's real estate services industry of the Brook Run HOA's existence. That effort has included phone and email contacts with real estate agents, abstract and title companies, and law firms. If the real estate title transfer process works correctly, homebuyers are properly informed of their HOA rights and responsibilities.

Trash Container Rule. Directors briefly discussed plans for enforcing the covenant requiring members to store trash containers out of street view. Enforcement and fines are to begin on April 30, 2020, allowing those who need it time to arrange storage alternatives that comply. These include storing containers in garages or behind bushes or fences.

Storm Water Update. Wallace reported that the Storm Water Committee he chairs is to meet March 10 with city engineers involved with planning the reconstruction of East Douglas Avenue. The committee is especially interested in details of storm water retention associated with the street improvement.

Traffic Safety. The board also discussed traffic safety concerns presented by Amanda Robinson and Faith Brant, who are officers of the Brook Run Neighborhood Association. They say increased traffic on Brook View Avenue because of the connection with the Brook Landing neighborhood has led to more speeding motorists and a more dangerous intersection of Brook Ridge Court and Brook View Avenue. The groups may seek advice from city traffic safety personnel.

The meeting adjourned at 7:50 p.m. The next board meeting is tentatively scheduled for 7 p.m. Monday, March 23, at the Altoona Public Library.

Submitted by: Marty Chebuhar, acting secretary