

**BROOK RUN VILLAGE OWNERS ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
MARCH 23, 2020**

The meeting was held through a telephonic conference due to heightened public health risks and the need to limit large gatherings during the COVID-19 outbreak. The board hopes this method is a short-term meeting solution and that it can return to in-person public meetings soon.

The meeting was called to order at 7:20 p.m. by Marty Chebuhar, president. Directors present via conference call: Jason Bahr, Chebuhar, Steve McClure, Pam Schwartz, and Steve Wallace. Also present was Steve Gulling of Gulling Property Management.

**MINUTES:**

Minutes of the February 18, 2020 board meeting were approved as amended to note that contracts for summer maintenance were awarded to the low bidders.

**TREASURER'S REPORT:**

Bahr reported a balance of \$255,255.90 in the Association's capital reserve fund. The Association's operating account balance was reported as \$49,028.92. Bahr also reported on the month's income and expenses, and noted that penalties began March 1 for unpaid dues.

**NEW BUSINESS:**

*Common area improvement project.* On motion by Bahr, seconded by Schwartz, directors approved the purchase of 30 Eastern White Pine trees at a total cost of \$912.19. The trees are to be planted in the common area south of the Association's small pond. Bahr, with assistance from neighbors Roger and Rosanne Brown and volunteers, has been clearing the area of dead trees and thick brush. The new trees are aimed at preventing soil erosion, reducing ongoing maintenance, and beautifying the area.

*Nuisance Complaints.* On a motion by Schwartz, seconded by Chebuhar, the board voted 5-0 to direct Gulling Property Management to send nuisance notices to two property owners. Directors determined that complaints were credible regarding the long-term front lawn parking of a vehicle at 3401 Brook Ridge Ct. and a scattering of bricks on the front lawn at 3313 E. 53rd St.

**OLD BUSINESS:**

*Enforcement of HOA provision on storage of trash containers.* Directors voted unanimously to proceed with enforcement of the Association rule that forbids storing trash containers in open view. At the same time, they noted there is evidence more property owners are complying with the rule and they urge violators to find out-of-view places to store containers.

Because of the uncertainties surrounding COVID-19, the board postponed strict enforcement to June 1 when formal notices of violations and fines are set to begin. The fine was established at \$25 per month of noncompliance.

**OTHER BUSINESS:**

Wallace reported that the Storm Water Committee attended a March 10 meeting with engineers for the City of Des Moines for an update on the planned reconstruction of Douglas Avenue project. Wallace said he would develop an informational piece to share with the neighborhood about the project, which involves comprehensive benefits for Brook Run Village beyond the re-engineered and rebuilt street. Plans include new storm water retention areas, an expanded and improved Brook Run Park, and direct access for bicyclists to public trails as well as a bike path around one of the new water holding areas. The park is being enlarged through the city parks department's slated purchase of a vacant lot owned by Gratias Investments Inc. at 3740 Village Run Dr. Wallace noted the Association's board advocated for the storm water and park expansions and is enthused with the overall plan.

McClure informed the board that the Brook Run Neighborhood Association now has a full, seven-member board and that he will serve as liaison between BRNA and BRVOA.

Schwartz announced that Councilperson Linda Westergaard has reported that a new street light will be installed at the intersection of East Douglas and Brook Run Drive during the reconstruction of East Douglas. Schwartz had contacted Westergaard about poor lighting at this neighborhood entrance.

The meeting adjourned at 8:25 p.m. The next board meeting is tentatively scheduled for 7 p.m. Monday, April 27, 2020 at the Altoona Public Library.

Submitted by: Pam Schwartz, Secretary

