

**Brook Run Village Owners Association
Board of Directors
Meeting Minutes
February 23, 2022**

The meeting was held at Des Moines Fire Station #11 and convened at 6 p.m. with those attending in accordance with public health measures recommended by the City of Des Moines.

Directors present: Jason Bahr, Marty Chebuhar, Pam Schwartz, Steve McClure and Steve Wallace. Also attending were 13 other members of the Association as well as Derek Hansen, Molly Rupert and Lee Wheelock of the city's Parks and Recreation Department.

The meeting opened with a PowerPoint presentation by Hansen on planned short- and long-term improvements for Brook Run Park. He said much of the upgrades totalling nearly a half-million dollars will be accomplished this year. These are to encompass playground updates that include new surfacing and equipment meeting American Disabilities Act requirements, paved pathways to the park from Village Run and Park Side drives, and a quarter-mile paved biking and walking loop around the adjoining new wetland area on the park's west side. That storm water retention area is being built in conjunction with the reconstruction of East Douglas Avenue. The paved loop will tie in with the bike path that parallels the new street surfacing.

MINUTES:

Minutes of the previous meeting of January 26, 2022 were approved as written.

TREASURER'S REPORT:

Bahr reported balances for the period ending January 31, 2022, of \$36,201.38 in the Association's operating account and \$323,686.56 in the capital reserve fund. He also briefly detailed monthly income and expenses. It was also reported that the Association's U.S. and Iowa income tax returns for 2021 have been submitted, along with payments of \$294 in federal and \$50 in state taxes stemming from earned interest income. The treasurer's report was approved on a motion by Wallace, seconded by McClure, and a unanimous vote.

NEW BUSINESS:

Maintenance Contracts.

The board renewed April through October contracts with: LAW Landscaping Service for mowing and weed control in areas around the neighborhood's entrance signs and some other common areas; and Dave's Lawn & Garden Service for maintenance of the landscaping within Brook Run's five traffic circles. The LAW contract is estimated at \$4,560.00 but will vary along with weather-related mowing needs. Dave's contract is for \$2,975. They were approved on motion by Wallace, seconded by Bahr, and a 5-0 vote.

Property Manager Pact.

Renewal of the Association's contract with Gulling Property Management was up for discussion and some of the owner-members present voiced opposition to extending Gulling's pact. They cited these reasons in calling for a change in property managers:

- Unprofessional communications and customer service;
- Lack of an electronic dues payment option;
- Suggested needs for improved invoicing and collection processes.

The board didn't take any formal action on contract renewal. Instead, directors noted the complaints and promised to meet with property manager Steve Gulling to discuss concerns and possible remedies. The current two-year management agreement formally ends Feb. 28 but could be extended temporarily while new terms and language are negotiated.

OLD BUSINESS:

Wallace, vice president of projects, reported that he continues to wait to hear the fate of Brook Run's request for a grant from the Iowa Finance Authority for funding from the Water Infrastructure Fund for watershed protection projects.

If approved the \$500,000 in grant money and a \$25,000 required match from the Association would be used to tackle the top two priorities of an updated 2020 engineering study of Brook Run's storm water streams and ponds. Both involve stream bank stabilization: priority #1 along the channel from the north pond east to Brook Ridge Court and priority #2 along the channel from the middle pond east to Brook View Drive.

ADJOURNMENT:

The meeting adjourned at 7:55 p.m. The board is scheduled to meet next at 6:00 p.m. Wednesday, March 23, in the community meeting room of the new Des Moines Fire Station #11 at 4150 E. 42nd Street.

Submitted by: Pam Schwartz, Secretary