

**Brook Run Village Owners Association  
Board of Directors  
Meeting Minutes  
June 4, 2025**

The meeting was held at Des Moines Fire Station #11 and convened at 6:12 p.m.

Directors present: Jason Bahr, Steve McClure, Doug Miller, and Pam Schwartz.  
Chebuhar arrived at 6:16 p.m.

Members present: Jerry DeBoom of Brook Run South (in person) and Harold Cross (via Zoom)

**EASTERN POLK COUNTY STREAM RESTORATION PROJECT:**

Polk County Water Resources Specialist John Swanson was unable to attend the meeting. He did, however, report via email, addressing the board's concerns over having sufficient funding to complete both the planned stream restoration project and the dredging of Brook Run's storm water ponds. Swanson expressed confidence that there will be enough resources to accomplish both. He also asked for assistance in connecting project planners with the two remaining property owners (of 50 directly affected) to discuss site plans and gather necessary easements.

**MINUTES:**

The meeting minutes of May 7, 2025 were approved as written.

**TREASURER'S REPORT:**

As Bahr reported at the annual meeting just prior to this regular board session, the Association's fund balances were \$82,003.78 in the operating account and \$402,193.01 in the capital reserve fund as of May 31, 2025. Also, McClure is to follow up with the property manager for an update on tax returns.

**NEW BUSINESS:**

McClure certified results of the June 4 election election for three seats on the board: incumbents Chebuhar, McClure and Schwartz were re-elected to two-year terms. There was one write-in vote.

As prescribed by the Association's bylaws following an election, the board organized for the coming year. Directors decided to retain their existing posts until the 2026 election. McClure remains president; Miller, vice-president/communications; Chebuhar, vice-president/projects; Bahr, treasurer; and Schwartz, secretary. On motion by Schwartz, seconded by Miller, these roles were unanimously approved.

**OLD BUSINESS:**

The board discussed prospective property managers to replace McAfee Realty, which is ending its relationship with Brook Run Village. Directors reviewed and updated the duties and expectations for the property manager. Interviews with interested management companies are to be scheduled soon.

During the discussion, the board decided to update the late-fee charge on unpaid membership accounts for unpaid dues and fines. So on motion by Bahr, seconded by Miller, the total delinquent amount warranting third-party collection was lowered to \$300 from the previous \$375 threshold. This was unanimously approved.

**ADJOURNMENT:**

The meeting adjourned at 7:40 p.m. The board's next scheduled meeting is set for 6 p.m. August 6, 2025, in the community meeting room of Des Moines Fire Station #11 at 4150 E. 42<sup>nd</sup> Street.

*Submitted by: Pam Schwartz, BRVOA Secretary*