

**Brook Run Village Owners Association
Board of Directors
Meeting Minutes
May 7, 2025**

The meeting was held at Des Moines Fire Station #11 and convened at 6:01 p.m.

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

Absent: Doug Miller

Guest: John Swanson, water resources supervisor for Polk County Public Works.

STREAM RESTORATION PROJECT:

Swanson provided further updates on the proposed restoration of much of Brook Run's waterways. He noted that 60 percent of the project's engineering design work has been completed and talks with the Army Corps of Engineers over required permits for the stream work have been favorable. Contract letting is planned for this summer, with tree clearing as soon as October as a prelude to construction. Swanson also asked for the board's help in contacting five Brook Run owners with property in the work zones who have yet to reply to the planning team. There are 49 owners in total along the project's paths and nearly all have signed off on it. Swanson also provided information on dredging Brook Run's retention ponds, which the board hopes to couple with the erosion mitigation work.

MINUTES:

Minutes of the April 2, 2025 meeting were approved as written.

TREASURER'S REPORT:

Bahr reported balances of \$84,912.24 in the operating account and \$400,187.95 in the capital reserve fund as of April 30, 2025. He also said he is working with the property manager in drafting a collection letter to be sent to members delinquent on dues payments. Following board approval, the letter would be a final request for payment before delinquent accounts were referred to a third-party debt collector.

NEW BUSINESS:

The board reviewed needs for holding the Association's annual meeting, scheduled for June 2 with alternate dates of June 3 and June 4 if the required quorum isn't reached on the earlier dates. The meeting is to begin at 6 p.m. and will be held via Zoom, an online conferencing platform. The required formal meeting notice is to be mailed soon.

The meeting includes an election to fill seats on the five-member board of directors. Three seats are up for election this year. Incumbents Schwartz, McClure and Chebuhar are the only announced candidates. Directors authorized the use of DocuSign for online voting.

On motion by Schwartz and a second by Bahr, payment of the Association's \$3,173 annual insurance premium was unanimously approved.

In other business, directors discussed beginning the search for a property management company to succeed McAfee Realty, which has decided to end its work with Brook Run.

OLD BUSINESS:

Also, Schwartz reported “No Trespassing” and “No Fishing” signs have been ordered for placement at the North Pond.

ADJOURNMENT:

The meeting adjourned at 7:20 p.m. The board’s next monthly meeting is set for 6 p.m. on June 4, 2025 in the community meeting room of Des Moines Fire Station #11 at 4150 E. 42nd Street.

Submitted by: Pam Schwartz, BRVOA Secretary