

# Brookwood Condo Village HOA

Winter Newsletter  
December 2021

P.O. Box 983, Blue Springs, MO 64013 | [brookwoodhoabs@gmail.com](mailto:brookwoodhoabs@gmail.com) | [brookwoodhoabluesprings.org](http://brookwoodhoabluesprings.org) | Message Center: (816) 598-4342

## How to contact the HOA:

The most effective method is to send an e-mail to:  
[brookwoodhoabs@gmail.com](mailto:brookwoodhoabs@gmail.com).  
You may also call the message center at 816.598.4342. Be sure to include your name, address, unit, phone number and the reason you are calling.

## Visit our website:

[brookwoodhoabluesprings.org](http://brookwoodhoabluesprings.org)

## Board of Directors:

Doan Pham, President/Treasurer  
Hal Duval, Vice President  
Jaime Bossert, Secretary  
Dave Haase, Landscaping  
Christine McPherson, Recruiting

## Board Meetings:

The Board of Directors meets every third Wednesday of the month at Sandy's Restaurant (1255 SW US, MO-7, Blue Springs, MO 64015). Every HOA member is welcome and encouraged to attend. Please contact the HOA to verify date, time and location of our next meeting if you are interested in attending.

## Attention Owners:

Please cover all ordinances with your renters. We have renters not following the covenants and bylaws. These are on our website if you need to read these. Your help is appreciated in this matter.

## \* \* General Information / HOA Fee Increase \* \*

The board has approved the 5% annual fee increase for monthly dues to be \$102/month starting January 2022. We are trying to keep up with inflation of upkeeping maintenance of buildings as lumber have peaked up to 400% the past year, and additional increased cost of building insurance straining our budgets. We try our best with the limited funds that we have to keep the buildings in the best shape that we can.

## Looking for New HOA Board Volunteers

At the moment we have the lowest count of board members on the HOA board as members have moved and sold their units. We are currently at the minimum number of board members which is 5 members as listed on the left of the newsletter and we are currently having to wear many different hats to run this committee to keep everyone's home and investment the best shape that we can with the funds that we currently have. Board members are volunteers that receive no payment of any way. We volunteer to keep this community a great place to live. If you are interested in helping in any way, please reach out to us!

## Storage of Firewood

Do not store firewood in your garage, against your building or divider fences. Doing so can cause termites to infest and damage our buildings. The HOA will consider this negligence on your part and bill you for the cost of the treatment if termites are found due to improper storage of firewood. The cost of one treatment for an entire building is approximately \$1,500. The best place to store firewood is on your patio or deck at the edge furthest away from your back door and raised up in a rack off the patio/deck to isolate it from being in contact with any wall or anything attached to our buildings.

## Homeowner Contact Information

From time to time it is important for the HOA to get into contact with homeowners. While we try our best to contact homeowners, there are some owners that we do not have contact information for. Please send an email to [brookwoodhoabs@gmail.com](mailto:brookwoodhoabs@gmail.com) with the unit you own, an email address and phone number. This will help us stay in contact with everyone.

## Review the Covenants and Bylaws

The middle of the year is a good time to review the HOA covenants and bylaws. These are available on our website. We are all obligated to abide by these governing documents. As an HOA member, it is your responsibility to be familiar with the Covenants and bylaws. They can be found respectively at [brookwoodhoabluesprings.org/info/covenants](http://brookwoodhoabluesprings.org/info/covenants) and [brookwoodhoabluesprings.org/info/bylaws](http://brookwoodhoabluesprings.org/info/bylaws).



#### Please watch your speed:

Please watch your speed through the neighborhood! We have many children playing outside and neighbors walking, jogging or biking on the roads.

#### Sidewalks and Driveways:

Please keep your sidewalks, patios and decks, and the area right outside your door free from clutter. Do not store trash, equipment, debris or junk in these places. Driveways should not be blocked by any vehicle. If you are renting your home out to someone else, you need to inform them of this. This is a city ordinance.

## Chimney Inspection / Sweeping

The season is here for fires in our fireplaces. Before using yours, please have it inspected and cleaned by a chimney sweep. There are several companies that can be found in an internet search or the good old Yellow Pages that perform these services.

Also, remember to open your chimney damper everytime you use your fireplace to allow smoke from the fire to exit the home. These steps minimize the risk of fires escaping our fireplaces and carbon monoxide poisoning from lack of proper ventilation. The cost of having this done will be a lot less than having one of our buildings burn down or endanger life safety.

## Smoke/CO2 Alarms

As Daylight Savings Time comes around we also have to remember to test and replace the battery on our Smoke/CO2 Alarms. Make sure they are clean, in good working order, and have their batteries replace regularly. Most alarms typically have a lifespan of about 10 years, replace as necessary.

## Pet Excrement

Picking up your pet's excrement daily is a continuing problem for our neighborhood. This is a city ordinance. The common area is not personal yard and must be kept free of pet excrement. Take a plastic bag with you and pick it up every time you let your pet out to go the bathroom. If you have tenants living in your unit, please advise them of this and have them pick up their pet's waste daily. It is embarrassing, disruptive, and a health risk not to do so.

## Do Not Park in the Grass / Inoperational Vehicles / Trailer Parking

Our covenants do not allow for vehicles to be parked anywhere in the grass of our common area. This damages our common area lawn. Never park any vehicle in the grass. Never allow anyone who is visiting you to park in the grass. Never allow anyone who is living in your units whether it is a roommate or a tenant to park in the grass.

We pay for our lawn care and maintenance to be done and parking on the grass damages our lawn. We all want to have a nice-looking common area without scars from vehicles parking off to the side of the drives or from someone repeatedly parking half on the street and half in the common area. If damage is done to the common area, you will be billed for any repair the HOA has to make to restore the grass in the common area.

Inoperable vehicles must be stored inside a garage or removed from the premises per City of Blue Springs code. Trailers are prohibited from being parked in driveways and streets for long term parking/storage. Trailers and Dumpers for renovations are not to be left for more than 72 hours on your premises.

## Trash Containers

Please do not put your trash out prior to your trash pickup day (you can put the trash out the evening before). Remember per Blue Springs City code (Section 255.030 Collection.), your trash needs to be within 5 feet of your garage door on trash day. Do not put your trash at the curb. Homeowners, please advise your tenants. Trash companies are aware of this law. The city has cited several homeowners for not abiding by this law.

Also, our HOA covenants require that trash and garbage containers be removed from public except on days of trash collection. This means owners need to pull their trash cans into their garages six out of seven days. This is found in Article X, Section 10 of the Covenants. This is to improve the overall look and feel of our association. Owners who rent their units to tenants need to notify them of this requirement. Please do your part to improve the look of our neighborhood.

## Common Area Etiquette

Please use the common area as if it is yours and as if it were everybody else's, too. Because it is. Article 1, Section 4 of the HOA covenants states the Common Area is, "All the areas of the Properties, except the deeded lots, which are located within the subdivision." In short, all the grassed areas are common to all of us and for our use and enjoyment. Nobody has a personal "yard".

We strive to care for it and make it a pleasant place for our kids to use. It is all of our responsibility to take care of it and not misuse it. It is not for personal storage or parking. It is not your pet's litter box even right outside your door.

Homeowners who have tenants in your units, please advise them of the this. If the city issues a citation, not only will the renter be cited but you, as the owner, will be as well. Renters are just as responsible as an owner for the upkeep of our buildings.

## Landscaping Maintenance

The shrubs, bushes, and plants around your individual unit are yours to maintain. Please keep them well-groomed and cut back. You must do your own trimming. Now is a good time, since it is winter, to get your unit under control.

Overgrowth of bushes and shrubs is unsightly and can cause unwanted critters and varmints to be attracted around our buildings which can lead to holes in the siding and animals getting into attics, walls, and the spaces between floors. Holes in siding will lead to leaks and water damage. All shrubs, grass and plants growing behind fenced off areas and under decks will be your responsibility for maintenance as landscaping services are unable to get access to there.

Also, vines must be kept off of the buildings. Vines will also damage our new paint and weaken our siding leading to holes, leaks, and water damage. please do your part and maintain these things. If you do not maintain your bushes, shrubs, and vines, and they become a hazard to your building, the HOA will have them removed and you will be billed for the cost. The HOA also does not know what sentimental value some of your plants may have and will probably not tend to them with the same care you would.

Please keep all personal property out of the grass areas so that landscaping services can do their job and obstruct them from doing work. Objects such as pet yard chains and cables must not be in the common. If obstruct and cause damage to landscaping service's equipment you are fully responsible for all damages.

## Utility Issues / Winterizing Water Pipes

There have been several water line leaks between the meter and individual units in the HOA. Individual homeowners are responsible for the utilities to their unit. The HOA insurance policy does not cover this event. Usually, HO6 policies do not cover this problem either. There are a few companies that offer affordable service plans for this type of occurrence. It is known as exterior water service line insurance. Please do your own due diligence on these companies. To see what the HOA and individual homeowners are responsible for, please visit [brookwoodhoabluesprings.org/maintenance](http://brookwoodhoabluesprings.org/maintenance).

Please be sure to keep your Unit's thermostat at a minimum of 55-60F to prevent pipes from freezing or have your water shut off and drain all water in your water lines if you plan to keep your unit vacant. Water pipes will freeze, then expand, causing damage to the water pipe, when the frozen pipe is thawed out, it will leak at the damaged area, and most likely will flood your unit and adjacent units.

## Dryer Vent Cleaning

We have gone around the premises and saw several units have lots of lint clogging up their dryer vent on the exterior. According the 2010/2011 report by National Fire Protection Association, 1 in every 22 fires in homes; the dryer vents were to be blamed. This regular maintenance would also help cut electricity drying your clothes as it helps the dryer breathe better. Please inspect your dryer vents and have them cleaned to prevent from being a fire hazard. One of our board members have had good results with Air Masters Air Duct Cleaning with their HVAC air ducts and dryer duct/vent cleaning.

Air Masters Air Duct Cleaning  
406 NW 3rd St, Blue Springs, MO 64014  
(816) 859-0939

## Brookwood Condo Village HOA

P.O. BOX 983  
Blue Springs, MO 64013



Join the Brookwood Condo Village HOA Facebook group for the latest news and updates: [www.facebook.com/BrookwoodHOA](http://www.facebook.com/BrookwoodHOA)

### Maintenance Responsibilities

#### Note on HOA Contractors:

Please be courteous and considerate of HOA contractors that provide regular routine maintenance and scheduled services around your property. If you have renters, please remind them to notify you of issues first instead of confronting with them directly so that they can properly get their work done in a timely manner. Homeowners should contact the HOA Board if they have any questions or concerns with HOA contractors.

The following table can be found on our website at: [www.brookwoodhoabluesprings.org/maintenance](http://www.brookwoodhoabluesprings.org/maintenance). It clarifies who is responsible for what; whether something is the Association's responsibility or the individual homeowner.

Association	Home Owner
Roofs	Windows and Jambs
Siding	Doors and Jambs
Paint on Siding	Garage Doors
Gutters	Driveways
Downspouts	Plumbing
Lawn Care (Common Areas)	HVAC
Trees (Common Areas)	Electrical
Snow Removal (3 inches or more at door entry sidewalk and first 3 feet in front of garage)	Patios and Decks
	Trash Pickup
	Shrubs
	All Utility Issues

### Sending in Your Dues

Please mail your dues to our PO Box. Do not give them to Board members or bring them to a Board member's residence. Also, do not bring them to the HOA's bookkeeper's residence. Please follow this out of respect for the Board member's and the bookkeeper's privacy.