

Notice of Board of Directors Meeting

ForestWalk Condominiums Owners Association

Notice of Board of Directors Meeting

An open meeting of the ForestWalk Condominiums Board of Directors will be held as follows:

-  **Date:** Tuesday, October 21, 2025
-  **Time:** 5:00 PM (Central Time)
-  **Location:** Brookfield Public Library – Rotary Club of Brookfield Room
-  **Remote Access:** Join online ([link to virtual meeting](#))
-  **RSVP Required:** Due to room capacity (limit of 10 guests), please RSVP to this email: [Reserve my space](#)
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Meeting Agenda

1. Call to Order

2. Board Member Roll Call

- Héctor Flores – President
- Jennyfer Villarreal – Vice President
- Chandra Kothamasu – Treasurer
- Dilip Kothamasu – Secretary
- Mary Zarse – Member at Large

3. Approval of Previous Meeting Minutes

Notice of Board of Directors Meeting

4. Financial Reports

- Approval of 2 Invoices from Kaman & Cu - Kaman & Cusimano LLC
- expense from Mary Lou Finn on 6 Irrigation System valves
- Approval of Financial Report

5. Committees and Management Reports (if applicable)

6. Owner Comments & Questions

- Each owner may speak for up to three (3) minutes
- A board member or the property manager may respond briefly
- Speakers must maintain decorum; time may not be transferred

7. Old Business

- **Deck Case (18305)**
 - Update on Project Completion Process.
- **Buildings Exteriors - Capital Expenses**
 - Outdoor Lighting – seeking matching LED pole fixtures to the existing ones.
- **Annual Maintenance Contracts**
 - Signing of Contract with Hernandez Landscaping (Snow Removal and Landscaping Maintenance)
- **Reserve Study**
 - inform Superior Reserve to include the following components in the updated Reserve Study:
 - Decks
 - Patios
 - Landscaping Drainage System

Notice of Board of Directors Meeting

- **Collections**
 - Chandra's feedback on the case with Unit 18331. Jennifer Feedback on unit 18235
- **Reimbursements**
 - Generate payment for Rummage material expenses
- **Fire safety**
 - Meeting with the Town of Brookfield — Sandy Davis to schedule
- **Buildings Exteriors - Capital Expenses**
 - Courtyard wood diving wall 5 poles base to be repair
 - Two Garage door frame repairs (To be refund by units 18315 and 18325)
- **Year-End Planning & Fall Maintenance**
 - Annual fire sprinkler inspections (Saturday September 9th, starting at 9:00am)
Note 1 building Pending.
 - Landscaping fall cleanup
 - Landscaping irrigation system winterization: Saturday October 18 2025
 - Gutter cleaning (reviewing bids) and removal of Gutter guards.
 - Annual HOA Meeting –
 - Thursday November 13th Town of Brookfield Board Room
 - Election of one board member
 - Approval of budget