

BROOKFIELD SPECIAL TAX DISTRICT

February 5, 2025, 6:30 PM

Meeting Minutes

The Brookfield Special Purpose Tax District met on February 5, 2025 at the Disciples Methodist Church. Commissioners present were: Conny Walker, Mary Taylor, Jay Sinnett, Leslee Newton and Pam Sinnett. Members attending were Sue Doyle, Pelham Creek, Mike Newton, Brookfield, Ron Jones, Pelham Creek, and Shelley Ferraro, Pelham Creek.

CALL TO ORDER: Commissioner Conny Walker called the meeting to order at 6:37PM.

INVOCATION: Commissioner Conny Walker gave the invocation.

APPROVAL OF PRIOR MINUTES: Minutes from the previous meeting were reviewed. The final revision was approved by Conny Walker, Chair and motion was unanimously approved.

ROUTINE BUSINESS: John Yarusinsky provided an update on condition of grounds with a tentative schedule for winter trimming of big hedges along Pelham Road and lawn pre-emergent treatment. John shared with the committee that any annual price increases are based on the Consumer Price Index which tends to match inflation, but lag several months to a year due to the contract cycle.

Commissioner Leslie Newton reported there were no updates on the Brookfield Recreation Association 2025 Season.

TREASURY REPORT: Commissioner Jay Sinnett presented the quarterly Tax District Treasury Report. The balance of total funds was \$5,272.43. It was noted the street lights are a fixed fee and a meter is provided for the Brookfield entrance sign lights resulting as a variable expense. The report was approved unanimously.

- Commissioner Walker motioned to approve the Grounds Guy, LLC landscaping proposal through 2025 and motion was approved unanimously.
- Commissioner Sinnett provided a review of annual expenses showing that we have a break even budget for 2025 covering only the basic necessities. This assessment indicates a millage increase is necessary to keep up with inflation in 2026 and beyond, and also build appropriate capital funds for needed planned and unplanned capital projects including repaving of the Brookfield Recreation parking lot.

The current millage rate is 9.1 mills. In the review and discussion a 12.5 millage rate is proposed based on a calculation example as follows:

Millage rate increase from 9.1 mills to 12.5mills
Estimated Home Value of \$300,000
Annual Increase of \$41.00 in Brookfield taxes (from \$109 to \$150)
This would bring in about \$11,000 more per year to the Tax District.

A new millage rate must be approved by County Council, with the approval process starting in April for the new rate to become effective in County bills going out in December and funds arriving in January / February of 2026.

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It is noted by Commissioner Jay Sinnett, a previous discussion with County Commissioner Frank Farmer indicated community input needs to be a part of the process to increase the millage rate. A communication plan and schedule for the Special Tax District can include a direct mail, use of a QR Code to direct members to the Brookfield website for information directions for email and mail responses.

OLD BUSINESS:

- Commissioner Walker is inquiring about the easement between Pelham Creek Subdivision and Recreation Association.

NEW BUSINESS:

- Present new proposal for millage increase to County Commissioner, Frank Farmer by April 4th for him to present at the County April Meeting.
- Implement communication plan to inform members of millage rate increase.

ITEMS FROM THE FLOOR: There are no new items from the floor.

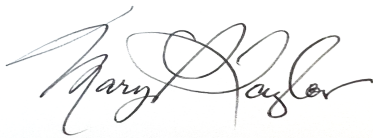
NEXT PROPOSED MEETINGS: March 19, 2025 at 6:30 PM

June 18, 2025 at 5:30 PM

September 10, 2025 at 5:30 PM

ADJOURNMENT: The meeting was adjourned at 7:50 PM with a motion by Commissioner Walker and second by Pam Sinnett. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mary Taylor".

Mary Taylor, Secretary