

BROOKFIELD SPECIAL TAX DISTRICT

April 17, 2024, 5:30 PM

Meeting Minutes

The Brookfield Special Tax District met on April 17, 2024 at the Symmes Library. Commissioners present were: Conny Walker, Mary Taylor, Jay Sinnett, Pam Sinnett, Leslee Newton. Residents attending were Ben Walker, Bryan Bishop, Randy Holcomb of Brookfield Subdivision and Sue Doyle, Pelham Creek Subdivision.

CALL TO ORDER: Commissioner Conny Walker called the meeting to order at 5:35PM.

INVOCATION: Commissioner Jay Sinnett gave the invocation.

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

ROUTINE BUSINESS: John Yarusinsky with The Grounds Guys was not in attendance to provide an update on condition of grounds. Commissioner Leslie Newton provided updates on behalf of the Brookfield Recreation Association reporting the swimming pool tiles were purchased and replaced along with other repairs and the pool is in excellent condition. Newton reported the annual Brookfield Recreation Association Newsletter and Application is in process of being delivered to all members of the Brookfield Special Tax District with the addition of 1 new subdivision across the road from the Blacks Road entrance to Brookfield.

TREASURY REPORT: Commissioner Jay Sinnet presented the quarterly Tax District treasury report. The balance of total funds was \$12, 869.36.

OLD BUSINESS: Commissioner Mary Taylor, reported on the landscape improvement project at the entrance of Pelham Creek Subdivision. The plants and mulch were in place as expected by Grounds Guy. The additional purchase of solar lighting at the entrance signs were purchased in the amount of \$65.98 by Mary Taylor and reimbursed by the Committee as an expenditure on this project.

NEW BUSINESS: Randy Holcombe, member reported creekside maintenance on Doverdale. A sewer line was run 50' to the south of the Rocky Creek edge which moved the creek's edge 50' north. Holcombe presented as information only, the sewer company will bush hog fallen tree/s along the creek's edge. He reported he is organizing property owners along the creeks edge to keep the creek bed clear and use mulch along the creeks' edge. Commissioner Conny Walker offered to research the easement along the creek's edge. Since this was information only, no action was taken.

- Commissioner Jay Sinnett recommended email discussions that have bearing on decisions should be reviewed and summarized in minutes.
- Commissioner Conny Walker suggested reporting from the Recreation Association Representative at each Brookfield Special Tax District meeting should include Association meeting dates, minutes and notice of future financial needs.

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- Walker reminded the other commissioners that all Brookfield Special Tax District members are required to receive formal communication (via newsletter) of the Brookfield Recreation Association.
- Walker discussed the Brookfield Recreation Association Mailbox located at 2 Gilderbrook Road, Greenville, SC 29615 and its use and will follow up with the county on protocol and necessity of mailboxes. The next scheduled Brookfield Recreation Association mailer is tentatively scheduled for July 17th.
- Walker advised she wanted to contact County Attorney Tollison regarding role of the commissioners and clarification on property ownership rights relative to the Recreation Association facilities.
- Walker discussed financial reporting to the County and asked Commission Jay Sinnett, Treasurer to follow-up with the County Treasurer's Office regarding financial reporting and auditing.

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

NEXT PROPOSED MEETINGS: Wednesday, July 17, 2024 at 5:30PM, Wednesday, October 16 at 5:30 PM, and January 15th, 2025. Commissioner Conny Walker proposed a motion to provide zoom meeting access to Brookfield Special Tax District members. Jay Sinnett seconded the motion and vote was carried unanimously by all commissioners.

ADJOURNMENT: The meeting was adjourned at 6:30 PM.

Respectfully submitted,

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

Mary Taylor, Secretary

April 18, 2024