

FORESTLINE

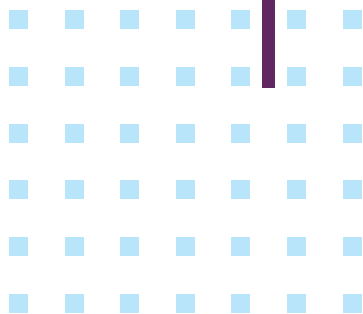
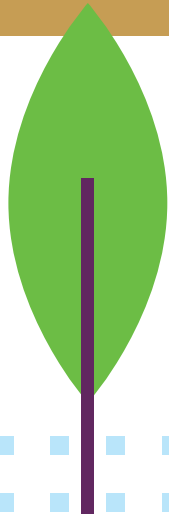
BRENTWOOD FOREST CONDO ASSOCIATION

WHAT'S INSIDE

- Call for Candidates » pg 1
- President's Chat » pg 2
- Happenings Around Town » pg 3
- Clubhouse Rental » pg 3
- Spring Is On Its Way » pg 4

- Trash Reminders » pg 4
- Treasurer's Report » pg 5
- Interior Maintenance » pg 5
- The Fine Print » pg 7
- Directories » pg 8

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Mar | Apr 2023



Call for Candidates

REGISTRATION FOR BOARD ELECTION NOW OPEN

Registration to run for the Board of Managers is open from March 1 through April 15, 2023. This year, we have openings in each of our five Wards. Positions will be open for both one and two year terms. Registration to stand for election will take place online. You must own a Unit in the ward in which you are registering to run. If you aren't sure which ward you own a unit in, call the office for assistance.

The open positions are as follows:

WARD 1 — One (1) position open for a two-year term.

WARD 2 — Two (2) positions open; one (1) for a two-year term and one (1) for a one-year term.

WARD 3 — Two (2) positions open; one (1) for a two-year term and one (1) for a one-year term.

WARD 4 — Two (2) positions open; one (1) for a two-year term and one (1) for a one-year term.

WARD 5 — One (1) position open for a two-year term.

1401 Thrush Place
Brentwood, MO 63144
brentwoodforest.com

email: office@brentwoodforest.com

office: (314) 961-3066

fax: (314) 961-4935

BFCA emergency number:
(314) 497-9582, for emergencies
after hours and on weekends

Brentwood Forest has again hired The Inspectors of Election LLC (TIE) to handle the election process. **The deadline for submitting your application to stand for election is SATURDAY, APRIL 15, 2023.**

While completing your form, you may submit a brief profile stating your background and reasons why you would like to serve on the Board of Managers. If you do so, it will be published in the May/June issue of the *ForestLine*. You may also submit a photograph. If you have any questions about the application process or issues accessing the online candidate form, please contact The Inspectors of Election at (888) 211-5332 or info@tieivote.com.

To complete the online registration form, visit tieivote.com and login with:

- User Name: BFCA
- Password: 5636

After the candidate registration period closes, each applicant will be vetted to verify that the applicant is a Unit Owner in the Ward in which the Unit Owner applied to stand for election. TIE will then mail to each Unit Owner the Notice of the Annual Meeting of Unit Owners and the election package with instructions on voting. The Annual Meeting of Unit Owners will be held at the Clubhouse on Tuesday, June 13, 2023 at 6:00 p.m. All Unit Owners are invited to attend.



PRESIDENT'S CHAT

We have jumped into 2023 with full force!

Although it is three and a half months away, the Board of Managers election will be here before you know it. Unit owners are eligible to run for the Ward in which they live, and applications will be accepted March 1 through April 15. We have eight vacancies to fill in this election, so if you have ever been interested in helping govern your community or are curious about how we make the decisions we do, I encourage you to throw your hat in the ring to be a part of the entourage. The Board meets in open session the last Tuesday of each month at 6:00 p.m. in the Clubhouse, and occasionally holds Executive Sessions as needed to address sensitive issues.

If you are unsure which Ward you live in, please contact the office for assistance.

The Inspectors of Election has run an efficient, tight ship the past two elections, and the Board has opted to use them to conduct this year's Board election again.

As the weather approaches more favorable conditions for outdoor activities, our Grounds team has begun inspections and preparations for Springtime property work. Buildings are being prepped for painting, sidewalks and parking lots are being evaluated for concrete and asphalt work, and the maintenance crew is continuing to facilitate repairs to, and replacements of, decks. So far this year, 12 decks have been replaced, and more to come as nicer temperatures are upon us.

Also with fairer weather, our outdoor social gatherings will recommence. I look forward to seeing many of you at the food truck events and social hours!

We have been doing a great job in using trash cans with lids overall, but there are still a few stragglers out there. Please encourage your neighbors to utilize hard-sided trash cans when putting out your trash, and when not in use, please store your cans on the **side or behind** the buildings, not in front or on front stoops.

Again, Board meetings are the last Tuesday of every month, and are open to all unit owners. I encourage everyone to come observe and/or participate with unit owner feedback. As always, if you would like to be more active in our community, please consider joining a Committee. Any unit owner may serve on a Committee. Our current Committees are Budget, Building & Grounds, Communication, Election, Finance, H.R., Insurance, Recreation, Safety, FHA, and Technology. Please contact the office at **office@brentwoodforest.com** if you would like to join any of these Committees.

If you would like to be kept up to date on the latest happenings in Brentwood Forest, please reach out to the office (**office@brentwoodforest.com**) to be added to our "email blast" for periodic information and event notifications.

by Bill Reck
President, Board of Managers



visit us at...
brentwoodforest.com

by Jack Shelton and Kathy O'Neill
Ward 4 Brentwood City Alderpersons



The Brentwood Police Foundation

The Brentwood Police Foundation is dedicated to supporting the

Brentwood Police Department by providing resources to advance the proficiency, safety, physical, and mental well-being of the Officers so they can more effectively protect and serve the community.

The foundation's first initiative is the K9 project. The foundation is raising money to fund the acquisition of a search and rescue dog, a K9 officer, training for both, and a vehicle equipped for a police dog.

Please check out brentwoodpolicefoundation.org for information to donate or to volunteer for an upcoming Police Foundation event.



MAGIC Bus

The City of Brentwood operates a bus that is designed to transport Brentwood residents age

60 and older or adults with disabilities to destinations within Brentwood and surrounding communities. To learn more, call (314) 963-8685.



Recycling Reminders

Know what to put in the recycling bin and what to leave out of the recycling bin.

DO add to the recycling bin:

- Paper
- Flattened cardboard
- Plastic bottles and containers
- Glass bottles and jars
- Metal food and beverage cans
- Food and beverage cartons

Keep these items clean, dry, and loose (not bagged)

DO NOT add to the recycling bin:

- Plastic bags and film
- Styrofoam
- Food waste and food soiled containers
- Liquids
- Batteries
- Light bulbs and glass that is not a bottle or jar
 - Labels may remain on cans and bottles
 - Glass is usually broken during collection or transit, so the lids may be on or off the bottles
 - Recycling centers prefer that you leave the plastic cap on a plastic bottle so that the caps do not fall out of the conveyor system.

There is a new charitable organization in town!

The Brentwood Police Foundation

Jack Shelton
jshelton@brentwoodmo.org

Kathy O'Neill
koneill@brentwoodmo.org



Brentwood Forest Clubhouse

Did you know that the Brentwood Forest Clubhouse is available for owners and tenants to rent?

The rental fee for the clubhouse is \$350 for the lower level and \$200 for the upper level. The deposit fee is \$350 for the upper level and \$200 for the lower level. You may also rent both spaces for a rental fee of \$500 plus a \$500 deposit. If you have any questions, please contact the office at (314) 961-3066.

SPRING *is on the way!*



by Jason Grissom, *The Greenwood Group, LLC*

As spring approaches, bed clean-up and mulching services are on the schedule. We will be clearing the landscape beds of debris that has accumulated over the winter months prior to applying the new mulch. If you see the crews working in your area, please make sure that your windows and screen doors are shut while they are working so that any dust from the mulch doesn't get inside your home. We continuously remove fallen sweet gum balls throughout the spring. They are typically finished dropping in early April. Annual flowers have been ordered and will be delivered in early May. Once the flowers arrive, we will prep the flower beds with compost prior to planting. The first round of turf fertilizer will be applied in March.

We have had a very mild winter and have had limited snow and ice removal service. This has allowed us to get a good start on spring services since crews were able to perform landscape services throughout the winter.

We need your help to keep Brentwood Forest looking great!!



By following these rules you will help our community maintain a clean and professional look

Brentwood Forest trash reminders:

- ALL trash (no exceptions) must be placed in a hard-sided bin with a tight-fitting lid. Residents who set out trash in loose plastic trash bags, paper bags, open containers, etc. are in violation of the Brentwood Forest Trash Policy and are subject to a \$100 fine for the first offense.
- Residents are required to purchase their own containers. Your condo address number should be on both the container and lid.
- Empty and clean trash and recycling containers must be stored in out-of-the-way locations on the rear or side of the buildings, on rear decks, or in storage sheds. Trash containers are not allowed to be stored in front of the buildings.
- Trash is not to be placed in trash containers until the evening before or the morning of trash collection.
- Trash and recycling containers must be placed at the curb no earlier than dusk on the evening before pickup day and no later than 7:00 AM on the pickup day. Empty containers must be retrieved and stored in allowable places on the day following trash pickup.

If you are not able to set out or pick up trash or recycling containers due to traveling or another situation, please contact the BFCA office for assistance at (314) 961-3066.

Owners who own rental property are required to inform their tenants of the above rules.

by Debra Behrendt, *Treasurer and Chairperson of the Budget Committee*

Year end financial statements were reviewed by the Board at the January 2023 meeting. I am pleased to report that we have a slight surplus left over in the Operating budget after all the operating costs and operating expenses were accounted for.

And, as reported in previous articles, we contributed an additional \$65,000 to our long-term reserves in 2022 because the budget and your condo fees in 2022 included a line item for this expense. Each month, a check was sent from our operating account to our long-term reserve account (now at Ameriprise) for 1/12 of the budgeted amount of \$65,000. For 2023, the amount in the budget for long-term reserves has been increased to \$150,000 and again, each month an amount equal to 1/12 of \$150,000 will be sent from our operating account to our long-term reserve account over and above our capital expenditures so that we can grow our reserve account for future projects and improvements.

Interior maintenance

by Kent Allen, *General Manager, CMCA, AMS*

There are two different types of work orders: maintenance and interior. Maintenance work orders don't require an appointment unless a maintenance staff person needs to enter your unit. Interior work orders do require an appointment. We encourage all residents to report any damage or work needed in all areas throughout the property.

Here are some examples of maintenance work orders:

- **Repairing or replacing a shutter**
- **Replacing mailbox**
- **Deck repair**
- **Downspout and gutter repair**
- **Any landscaping issue**
- **Sidewalk and porch repair**
- **Animal control**

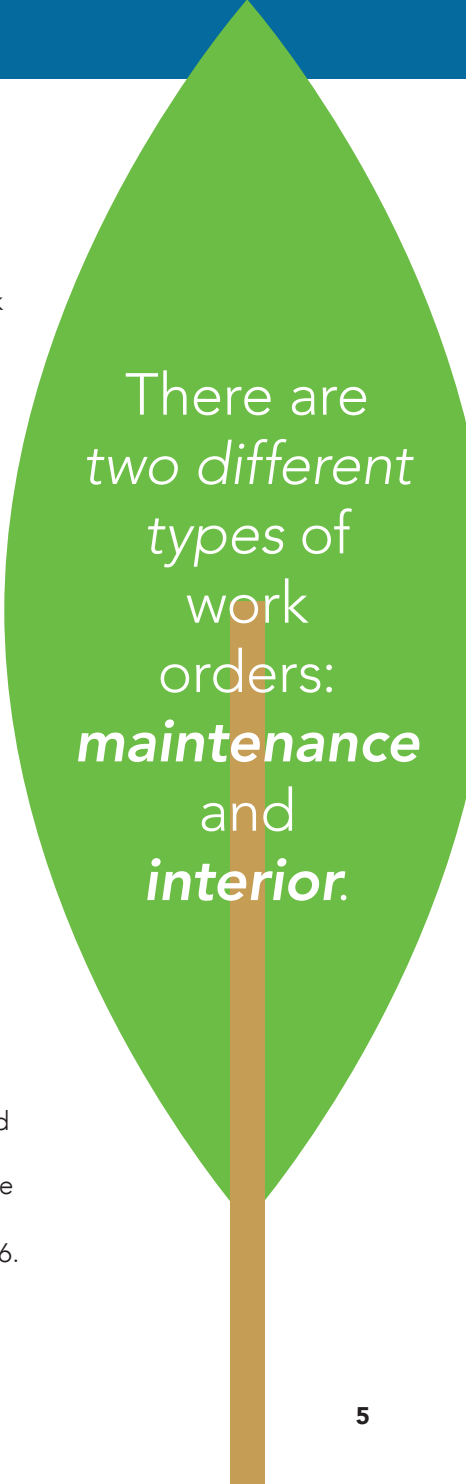
You can call the office to report any maintenance item and we will produce a work order to address the issue. You can also send an email to office@brentwoodforest.com.

Interior work orders require an appointment unless it is an emergency. Usually a BFCA employee will have to enter your unit to perform the work order. All interior work orders must be approved by the unit owner before an appointment can be made. There is a \$70 per hour charge plus materials. The work order labor and material charges are billed to the owner of the unit. At this time, we are only scheduling work on Tuesday and Thursday.

Here are some examples of interior work orders: *(Please call the office to schedule an appointment for interior work orders.)*

- **Plumbing work** — on faucets, garbage disposals, toilets, sinks and drains
- **Window glass replacement**
- **Door lock replacement**
- **Patio screen door replacement**
- **Rescreen windows**
- **Electrical work** — including outlets and ceiling fan replacement provided that code-compliant wiring is already in place

All interior work order appointments should be made by calling our office at (314) 961-3066. If you should have an after-hours emergency please call (314) 497-9582.



There are
two different
types of
work
orders:
maintenance
and
interior.

Mobile: 314-540-3662
Office: 800-439-7773 Ext. 660
mikeoneill1958@gmail.com

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***HIGHEST % LIST PRICE**

***GREATEST # RECORD TRANSACTIONS**

*(MARIS/MLS: SINCE 1996, BRENTWOOD FOREST DATA)

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OFFICE: 636-778-9111

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BRENTWOOD FOREST BOARD MEETINGS

Board meetings scheduled for March through July 2023:

March 28 at 6:00 p.m.

April 25 at 6:00 p.m.

May 30 at 6:00 p.m.

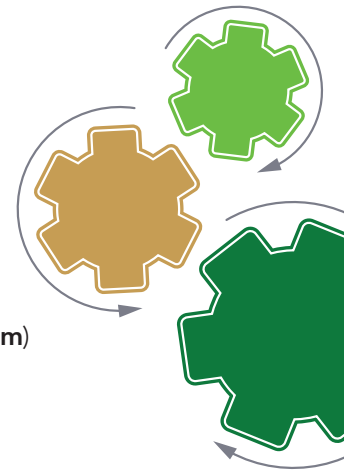
June 13 at 6:00 p.m. – Annual Meeting of Unit Owners.

June 27 at 6:00 p.m.

July 25 at 6:00 p.m.

SIGN UP FOR OWNER'S PORTAL, VANTACA

The VANTACA platform is a powerful resource for Brentwood Forest owners. Please email Stacey (stacey.davis@brentwoodforest.com) to setup your account.



THE FINE PRINT

Brentwood Forest Board of Managers Mission Statement

The Brentwood Forest Condominium Association and its Board of Managers strive to provide all current and future Brentwood Forest residents with distinct, high quality community living; enhancement of property values through excellent care and maintenance of its buildings and grounds; sound fiscal policy; firm support of the rules and regulations which govern the day-to-day operation of Brentwood Forest; and enforcement of its policies.

Brentwood Forest Condo Association Staff

Kent Allen, CMCA, AMS — *General Manager*
Stacey Davis — *Administrative Assistant*
Mary Beth Herold — *Administrative Assistant*
Patrick Fogerty, Vince McCollum, Don Price — *Maintenance Staff*

Brentwood Forest Condo Association ForestLine

The **ForestLine** is published bi-monthly by the Brentwood Forest Condominium Association. The purpose is to provide on-going communication of policies, events and matters of interest to condo owners and residents. All advertisements are paid for by the advertisers. Brentwood Forest does not endorse the advertisements printed in this newsletter. All rights to articles and editing are the responsibility of Brentwood Forest. Brentwood Forest, at its sole discretion, retains the right to accept or reject contents.

The ForestLine is the official method for distributing news and policy regulations to all Unit Owners and Residents of Brentwood Forest. The Board of Managers expects that all Unit Owners and Residents are properly notified when policy regulations are distributed in this manner.



> Sign up for our periodic "Email Blasts" to stay up-to-date on the latest happenings in Brentwood Forest. Contact the office (office@brentwoodforest.com)

CLASSIFIED ADS

Classifieds are an affordable way to get your service or product noticed. Classified ads are not endorsed by Brentwood Forest. Please call the office for ad rates.

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Anne Koken
Wellness Coach
anne@annekoken.com
annekoken.com



BRENTWOOD FOREST

CONDO ASSOCIATION

1401 Thrush Place
Brentwood, MO 63144

brentwoodforest.com

email: office@brentwoodforest.com

office: (314) 961-3066

fax: (314) 961-4935

BFCA emergency number:

(314) 497-9582, for emergencies

after hours and on weekends

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Permit #3605



Brentwood Forest's Community Directory

BF Association Office

1401 Thrush Place
7:30 a.m. – 4:00 p.m.
Mon. – Fri.

Emergencies

Dial 911

Emergency

Maintenance
(314) 497-9582

Clubhouse

9000 Wrenwood Lane
(Wrenwood &
High School)

Laundry Facility

Behind 1612 – 1614
High School

Cable Service

Charter Communications
1 (855) 757-7328

City Hall

(314) 962-4800

Electric

Ameren Missouri
(314) 342-1000

Library

(314) 963-8630

Gas

Spire Gas Co.
(314) 621-6960

Trash Pickup Schedule

6 a.m. Household
Mon. and Thurs.

Recycling

Monday only

Recycle Appliances

D&D Appliance
(314) 249-2951

Gateway Sewer & Drain

(314) 849-7300

Large item pick-up

Call City Hall —
Public Works
(314) 962-4800

**TRASH MAY NOT
BE PLACED IN OR
NEAR ASSOCIATION
DUMPSTERS**

Emergency

Animal Control
Lee's Termite
(314) 223-2551

BFCA BOARD MEMBERS

WARD 1

Bill Reck (Board Term: 2022 – 2024)
bill.reck@brentwoodforest.com

Robert Horton (Board Term: 2021 – 2023)
robert.horton@brentwoodforest.com

WARD 2

Victoria Bess (Board Term: present to 2023)
victoria.bess@brentwoodforest.com

Mark Kurtz (Board Term: present to 2023)
mark.kurtz@brentwoodforest.com

WARD 3

Katie Hebson (Board Term: 2021 – 2023)
katie.hebson@brentwoodforest.com

Rich Rogers (Board Term: present to 2023)
rich.rogers@brentwoodforest.com

WARD 4

Jeffrey Forrler (Board Term: 2021 – 2023)
jeffrey.forrler@brentwoodforest.com

Joe Harding (Board Term: present to 2023)
joe.harding@brentwoodforest.com

WARD 5

Deb Behrendt (Board Term: 2022 – 2024)
debra.behrendt@brentwoodforest.com

Yvonne Homeyer (Board Term: 2021 – 2023)
yvonne.homeyer@brentwoodforest.com