

**WESTBROOKE SUBDIVISION HOMEOWNERS
2021 ANNUAL MEETING AGENDA**

Date: November 9th, 2021

Time: 7pm

Location: Wren Hollow Elementary School, Multipurpose Room

Topics:

1. Review 2022 Budget
2. Professional Manager
3. Playground Renovation
4. Trash Hauling
5. Trustee Election
6. General Discussion

**WESTBROOKE SUBDIVISION HOMEOWNERS
2022 BUDGET & ASSESSMENT**

Fellow Westbrooke Resident:

Attached you will find the Trustee-approved budget for the operation of the Subdivision for the calendar year 2022. Please take a few moments to review it. Your Trustees project that Westbrooke will incur expenses of approximately \$64,000 next year (see reverse). This is approximately \$2,000 less than 2021. This is due to expected lower Insurance costs and Reserve expenses 2022. A small deficit is projected for 2022, due to the stabilization of collection of past due assessments from prior years resulting in lower expected revenues. While the Indentures allow the Trustees to increase the Assessment by 5% annually, we are keeping the assessment at the present \$145.00 for 2022.

While we are not expecting any large expenditure in the near future, there is always the possibility that Westbrooke will incur extraordinary expenses in any one year that are not recurring. In the past, such “non-recurring” expenses have included repairs to the entrance monument sign; the retention basin near Big Bend; the tennis courts and playground; the removal of dead trees; and similar expenditures. It is only prudent that we continue to plan for such “exceptions”.

This planning requires setting aside a reasonable amount of for a “rainy day”. With the funding of the 2022 budget, it is estimated that Westbrooke will continue to have a cash reserve of sufficient amount to meet most imaginable but yet unforeseen expenses.

Best regards,

The Trustees

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WESTBROOKE
PROJECTED STATEMENT OF RECEIPTS & DISBURSEMENTS
2022

	<i>Budget</i> 12 mos <u>2022</u> <i>(Prelim)</i>	<i>Projected</i> 12 mos <u>2021</u>	<i>Actual</i> 8 mos <u>2021</u>
Beginning Balance	\$ 72,327	\$ 77,927	\$ 77,927
Receipts:			
Annual Fees	60,000	60,000	58,571
Other Receipts	500	500	622
Total Receipts	<u>60,500</u>	<u>60,500</u>	<u>59,193</u>
Expenses:			
Common Ground Maintenance	19,500	19,000	10,095
Electric	21,000	20,000	13,258
Liability Insurance	5,000	7,500	7,470
Legal Expense	2,500	2,100	1,392
Management Fee (SFC)	7,500	7,500	5,121
Printing/Stationary/Postage	2,500	2,500	1,725
Site Improvement - Landsacaping	-	-	-
Other/Reserve	6,000	7,500	7,500
Total Disbursements	<u>64,000</u>	<u>66,100</u>	<u>46,561</u>
Ending Balance	<u>\$ 68,827</u>	<u>\$ 72,327</u>	<u>\$ 90,559</u>

Lots -	414
Assessment	\$ 145
Revenue	\$ 60,030.00

(1) Assessments received in 2020 for 2021 were approximately \$33,500, and are reflected in 2021

<u>Annual Limit - 5%</u>	<u>Year</u>	<u>Amount</u>
Fee Base	2021	\$ 185.05
Max Increase @ 5.0%		\$ 9.25
Fee Cap Next Yr	2022	<u>\$ 194.30</u>

BOARD OF TRUSTEE ELECTION:

This ballot is to elect a new member to the Board of Trustees. The term of this member will be for three (3) years beginning January 1, 2022.

Nominations were requested and one (1) was received:

Jeff Smith

Hi, my name is Jeff Smith, and I would love to serve my new community as a trustee for the HOA here in the Westbrooke subdivision. Being a transplant to the St Louis area since 2007, my family and I have come to love the neighborhoods here in the West County area. Part of my love for the area stems from the way communities have joined together to be a benefit to all of its residents and serve each other. I would love to contribute my time as a trustee to help further that care for the residents and community of Westbrooke and be a sounding board to have our neighborhood be an incredible example of how residents join together and care for each other.

Please complete and return your ballot to be received prior to November 9th, 2021 to:

Westbrooke Subdivision
P.O. Box 782
Manchester, MO 63021

Or in person at the meeting.

PROPERTY OWNER NAME: _____

PROPERTY OWNER SIGNATURE: _____

PROPERTY ADDRESS: _____

DATE: _____