

**Washington Lane HOA Phases I-VI
Board Meeting Minutes
January 8, 2025**

Minutes of the Board of Directors Meeting of the Washington Lane Homeowners Association, Broken Arrow, OK, held at the home of Kim Dryden, 2509 S. 17th Street, the meeting was held at 6:00pm on January 8, 2025.

CALL TO ORDER: 6:20pm by Kim Dryden, President

Present: Kim Dryden, Helen Smith

Absent: Andrea Caldwell

I. FINANCIAL REPORT:

- A. Release of Lien** – Helen has determined liens can be released via mail with a signed notarized release of Lien, the \$18.00 fee and self-addressed stamped envelope mailed to the Tulsa County Clerk's office. Kim determined BOA will notarize our lien releases no charge. Andrea was successful getting the last lien release notarized and mailed to the Clerk's office and it has been completed and received back.
- B. Accounts receivable** – Approximately \$69,807.00 has been collected for 2025 HOA Dues, an additional \$1300 has been collected in Title Co closing fees.
- C. Final Notices** – Final notices will be sent to 116 homeowners for unpaid 2025 Dues with a payment deadline of Jan 31st. This has been a board discussion over the last 2 weeks. Final notices were previously approved via email by the Board and have been printed for mailing. The Board will stuff the envelopes tonight to complete this mailing by 01/10/25. Homeowners whose payments have not been received by January 31, 2025 will be turned over to the HOA attorney for collection.
- D. Attorney Demand Letter Update** –the demand letters have not been sent by the attorney as previously thought. The figures will need to be re-calculated to include the \$278.00 for the 2025 HOA Dues as well as additional interest accumulation.

II. BOARD VOTE:

- A. The Board voted unanimously to approve and post the Board meeting minutes for meeting dates 12/05/24 and 12/17/24.
- B. 12/20/24 by unanimous vote of the Board via text Grimaux was paid \$6,000, on 12/23/24 the Board voted unanimously to pay \$3860, the balance of the contract completed for the stucco, painting and power washing of the Lynn Lane side entrance.

III. ACC –

- A. Complaint– truck parking at end of her driveway. Homeowner advised to talk to her neighbor, the truck is tagged and operating, not continuously left there, the HOA does not feel this violates a Covenant or a City ordinance, possibly the neighbor has not realized they are blocking her sightline backing out of the driveway.
- B. A homeowner contacted the Board stating that she never received her pool and hot tub ACC application back and requested the status. Her ACC application had been approved but never delivered back to her. Kim D. signed as the second signature with Chris W. and emailed the approval to the homeowner.
- C. A new owner contacted the Board via email wanting approval to paint her house # on the curb, Kim checked with Chris W. approval was given and emailed to the homeowner.

IV. OLD BUSINESS: None

V. Board Chair Report for Volunteer Committees:

- A. Activities Committee – No update**

- B. Communications Committee** –As previously determined, on 12/31/24 Kim posted HOA Bank of America account statements thru November on the HOA Website. On January 2nd just after midnight the HOA check register thru Dec. 31st was posted along with the Dec. Bank Statement with the Treasurer’s approval.
- C. Landscape Committee:**
- i. **Splash pad** – Ongoing research to find a less expensive fix for the splash pad than the \$56,000 quoted by Power Play.
 - ii. **Southside walking trail** – Inspections of the asphalt path are being scheduled.
 - iii. **Fences down due to windstorm – 91st St Fence damage** – In need of 2 or 3 Fence quote repairs.
 - iv. **Park Fence** – In need of 2 or 3 Fence quote repairs.
 - v. **Christmas Wreaths** – the wreaths were hung 12/18/24 with the new heavy duty removeable double-sided tape.
 - vi. **Christmas Lights** – Kim will have Jim turn off timers on Christmas lights. Kim will notify landscapers that they can now remove Christmas lights.
 - vii. **Christmas Garland** – the original mounts purchased were returned to Amazon and credit was issued to the HOA checking via debit card.
- D. Welcome Committee – No Update.**

NEW BUSINESS:

- A. **2025 Property tax notices** - Property tax notices were sent to Paradigm’s address, Jennifer has forwarded them to us. Apparently, the addresses did not get changed last year with the Tulsa County Tax Assessor Office for our Common area properties. Kim has contacted the Tax Assessor’s office and submitted the necessary address change information for all 16 parcels.
- B. **One Parcel, .81 acres still in Armory name** – Kim had emailed Jennifer about this, she insists they have changed it now. Tax assessor records are frozen in December, we will continue to follow up in January to see if this title change has taken place.

NEXT MEETING DATE:

The next Board meeting is scheduled for Tuesday, January 21, 2025 at 6:00pm.

The Board meeting adjourned at 8:15pm to commence stuffing late notices.

Prepared by the Board of Washington Lane HOA Phases I-VI