

Washington Lane HOA
Board and Committee Meeting Minutes Draft - appears never approved at next mtgs.
July 27th, 2023

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 St., at 6:30pm on the 27th of July, 2023.

- I. **CALL TO ORDER** Kim Dryden: President

- II. **ROLL CALL OF OFFICERS**
Roll call of officers at 6:40pm
Present: Kim Dryden, Greg Dodds, Yolanda Martin, Leslie Davis, Amber Hamilton
Present: ACC: John Newfield, Bob Keefover, Alan Hyatt, Sammye Dodds, Secretary
Present: Landscape Committee: Sharon Trogdon. Absent: Dave Zimple
Present: AD Hoc: Absent: Julie Keefover, Cindy Wallace

- III. **Objective: Discuss Project Updates: Collections Efforts ACC Updates, Website Update, Insurance Contract bids, Welcome Committee letter, continue fencing discussion.**

- IV. **FINANCIAL REPORT:**
 - A. **Kim** will review financial info, specifically 13,000 line of A/R Detail sent by Jennifer with Paradigm **4/06, Kim** to assign Balances due to each resident on current resident address/contact list. **4/27 Kim**, I am down to about 20 addresses to straighten out, deciding who owns what with investors and property management co's in the mix. On and Up note think we are getting 1 lien paid off this week! **5/08 Kim**, this is done with the exception of 4 people can locate address and a few investor lots not sure we have accurate info, will email Excel Sheet to Leslie this week. **5/18 Kim** emailed Dave C and Jennifer on 5/11/23 about the 4 names I couldn't identify. **5/25, Kim, Jennifer emailed back the address for the name I couldn't identify so 1 step closer to finishing the list. 06/01 Kim, 99% done still some investor and rental property address to confirm. 7/27 Kim Now we have about ½ dozen Board intro letters that were returned mail for bad address, I need to figure these out as will, goal Oct 15th.**

 - B. **Release of Lien Process - what is required from Tulsa County Clerk's office to release a lien, do they have a form or do we use our own? 4/27, Amber** will research. **5/08 Amber** said we just type up the release on HOA letterhead with lien no., property address, owner name and amount paid and state lien was satisfied in full and being released by WL HOA Phases I-VI. **5/18 Kim**, we have 1 lien paid off, deposit s/b Clear now I will type release and Amber offered to file with the Tulsa County Clerk. **06/01 kcd I looked for samples for release online, might just ask Amber to print one Paradigm filed, reading lien rules I believe we should print copies of all current liens in place to send with collection letters and if not collected in 30-60 days we refile in our name as Amber previously suggested. 7/27, Kim on 7/25 I emailed the Release of Lien form I am Proposing to use, we have one lien paid we need to get filed. I would like to make a motion to approve use of this form. I would also like to ask Amber if she is able to go to the Court Clerks office and file the release by August 4th?**

 - C. **Late notice/lien collection letters for 2023 HOA Dues: 7/13 Group decided letters will go out Aug 1st or 7th and will have a deadline of Aug 31st or Sept 11th to pay, if not paid a lien will be filed with a \$150 filing/admin fee added. Kim to do late/lien notices and will send draft to group for approval. Kim will also work on the mailing list to be able to labels for mailing HOA Dues Notices. 7/27 Kim emailed on 7/25 the suggested Draft of this letter, revising original intent from being a Prelien notice to be a late notice with 30 days to pay after which a Pre-Lien notice would be sent Sept 1st, certified mail giving them an additional 30 days to pay in Sept, liens to be filed 1st week of October. Lien notices would also be sent certified once filed. I did get mailing sheets as per text and I have them all set up for those with late 2023 dues. I would like to take a vote to move forward mailing the revised notice July 31st or Aug 1st with 30 days to pay plan. (I also noted we are making this demand based on Paradigm's accounts receivable.)**

D. Lien Collection letters for Liens placed by Paradigm – 7/13 Group decided all homes that already have liens filed that do not pay by Sept 11th will be refiled in current HOA name. Kim to do late/lien notices and will send draft to group for approval. Kim will also work on the mailing list to be able to labels for mailing HOA Dues Notices. 7/27, Kim emailed group Draft Lien Collection letter to be sent Aug 15th and give them 45 days to pay. If not paid Liens would be refiled the first week of Oct with WL HOA Phases I-VI name on them, copies sent certified to homeowners. I have sheet of labels ready to go for this mailing as well.

E. Financials Report– 6/29 Leslie, Bank balance \$59,500+, includes about \$4,900 collected in dues and HOA Closing Fees on new build homes that have been sold. 7/27, Leslie Update; \$46,783.

V. **BOARD AND COMMITTEE VOTE:**

- A. *Motion to approval all previous 7/13/23 meeting minutes, carried unanimously.*
- B. *Voted-yes: To pay \$30 for access to the lien at the Tulsa County Assessor Office.*
- C. *Voted-yes: To pay Jim \$30 an hour for HOA repair work.*
- D. *Voted-yes: To look into gluing park fence pickets.*

VI. **ACC BUSINESS:**

- A. **ACC requirements** – need to draft paragraph to add to homeowner intro letter and 1 pg. simplified ACC requirements from Covenants to be sent with new Boards intro letter to residents. 3/30, Julie will work on this. 4/13/23, Julie provided intro. info. for ACC to be added to Welcome letter w/synopsis of ACC rules, Julie to email this Verbiage or we can retype if not saved. 4/27 Kim and Yolanda will work on final list. 5/18 group discussion to add ACC rules for fences, sheds, per covenants – Kim to do this. Kim and Yolanda met typed up ACC Rules short version of covenants to send Board Intro letter. 6/15/23, 1st meeting ACC mtg held June 14th, defined requirements for certain things, these will be typed up for HOA Board approval since we will have to sign any denials. Sammye to keep ACC meeting minutes and ACC Application approval/denial log. 6/29 Kim, Sammye and Kim met, drafted violation letter templates. 7/13, The ACC will continue to meet with the Board every other Thursday's rather than have their own meetings for everyone's input. Kim to Add ACC items back to HOA Board Mtg agenda. 7/27, need to separate list of minutes and ACC guidelines from ACC 6/15/23 mtg, need additional guidelines added, see below.
- B. **Acct #040401-New Black roof across from park**, Bob called Kim to discuss. 4/27 Greg and Bob are going to talk with the homeowner about talking to their insurance company about replacing the roof to weathered wood as required by the covenants. 5/08 Bob and Greg to meet with homeowner. 05/18 either Al and Greg M-F or Bob and Gregg on the weekend to meet with homeowner. 5/18, Kim, had idea and we would need attorney opinion but maybe for enforcement, we addend covenants to say we may place a lien for the amount of what it will cost to rectify the situation when the house is sold, so they pay then???. 5/25 Bob and Greg spoke with the homeowner last weekend regarding possible recourse with his Insurance company, Roof Co. about getting his roof redone, he may also have recourse against the title co. who handled his closing as he says they did not provide him the covenants as required by state law. Kim and Sammye to draft letter to homeowner for official notification to homeowner. 6/01 Kim and Sammye plan to work on this project this Sat 6/03. 6/29 Sammye, 1st Violation letter sent to homeowner for the black roof installation. 7/13 Sammye drafted a response to homeowner and passed out a hard copy at the board meeting, Kim asked Sammye to email this in word so it could be shared via email reviewed and send back with any suggestions from the group. 7/27, Kim sent homeowner response letter via certified mail and via email on 7/26/23.
- C. **Acct #0010322-ACC Application** – Need more info. 6/01 Kim, what info is needed? Has someone contacted them? Bob says they needed more info on the fence and shed dimensions and materials, Bob will contact homeowners to check on the status of this. 7/27, Approved 6/06/23.

- D. **Acct #040139 - wants to know if approval is needed for above ground pool? 5/16 Kim** BCC email to AL & Bob. **5/18, ACC/Board** determined per covenants the above ground pool must be approved, Kim will notify Sarah. **6/01 Kim**, received Application, gave to Al. Al discussed with Bob and homeowner and approved pool and deck rail no higher than 8ft, signed off on. Homeowner discussed fence over 6ft with Al, who told homeowner this would not be permitted. **7/27, Also required the pool to be 10 feet from the property line in any direction. Application approved (need date approved)**
- E. **Acct #00203, 5/18 ACC Member** reported something tall being built possibly a playhouse? They need a letter/ACC application completed. **5/18 Kim** to write generic letter we can insert paragraph for such situations. **06/01 Kim has recruited Sammye** to keep books for ACC and cowrite form letters for violations, the plan is to meet Sat and start this project. **6/29 Kim, Sammye and Kim met, drafted violation letter templates. 7/27, Kim per 7/13 mtg Sammye to send letter for "No ACC Application" for their project.**
- F. **Acct #060160-5/18 Kim**, it has been reported to me via email that there is a new fence, out of compliance, shed and pergola built after May 1st. There was much discussion on how to handle violations, no resolution. Kim to draft letter regarding the need for ACC application and approval. The board asked volunteer to send pics of what was built. **5/25 Kim**, received texted me pics, I don't see any violation unless we have set back rules from fence line, we need ACC to draft rules/requirements for common things like sheds, fences, above ground pools/decks? Homeowner to receive violation letter due to no application. **7/27 Kim. per 7/13 mtg Sammye to send letter for "No ACC Application" for their project.**
- G. **Acct #0060171-Homeowner complaint re: Neighbors/renter trampoline sticking above fence**, does this need ACC approval? **06/01, group discussion with ACC**, it was determined temporary Play equipment, does not require ACC approval. Kim will respond to Vicky. **6/06 Kim update**, not exactly true there is language about temporary and permanent recreational equipment needing approval, need ACC to revisit or define. **7/27, ACC and Board decided not to address trampolines at this time.**
- H. **Account 50152-Application rec'd 7/10/23 in neighborsofwl email, Kim found it 7/18/23 and forwarded it.** It came Jpeg file on email can't print so Kim copied it onto for, request is they are planning to remove most of their landscape (bushes flowers plants) and will install new fresh landscaping which will meet HOA/Acc requirement of \$600 with committee approval. **7/27 Kim, 7/18 Al stopped by and signed this but should we require landscape plan? Yes, per 6.10. Also, should we ask for the bushes to plant on Lynn lane island or park if they are salvageable??**
- I. **Acct # 020403-2nd application** dropped off at Kims this one is for soft sided above ground pool with PVC supports, 30x16ft. **7/27 Kim wanted to discuss this with the group to define what is acceptable before giving the signed approval back to her. (Al had come by my house and signed off with 6ft privacy fence per group texts and 10 ft set back per previous above group pool approval.) 7/27, Application Approved.**
- J. **Acct # 60146 – Kim, rec'd 7/11 on neighbors email, I saw it the 18th and forwarded. She already cut down a dead tree in her front yard, says she appt to have stump ground. Her email states she has another tree of 2" caliper but it is up on side corner toward from of garage. 7/18 Al went to take a look....front facing garage. 7/27, Application approved.**
- K. **Acct # 60137 - Kim, rec'd 7/11 on neighbors email, I saw it the 18th and forwarded. Request to repaint same color exterior trim paint Benjamin more "Rural Brown", Al googled this and shared his approval, signed approval 7/18/23.**
- L. **ACC Application approval process going forward - 7/27/23 Kim, we need to decide our path for handling these requests. I am thinking if ACC is continuing to meet with board that we forward the app's when rec'd to ACC group, incl Sammye to log, ACC member to f/u look at project, talk to owner if necessary, gather more info then discuss to approve or deny at bi weekly meetings and sign, then Sammye to email owner with result and mail hard copy w/signature. (give Sammye envelopes and stamps) other ideas?/suggestions?? 7/27, Board Decided to table to wait and discuss with Sammye present.**

VII. **OLD BUSINESS:**

- A. **Broken Common Area Fence along Lynn Lane - 4/06, Acct #20105** emailed Kim about the white perimeter fence has fallen from the wind. Kim: is going to have her handyman look at it. **04/13, Kim met with homeowner 04/08 fence is broken and will need professional repair.** Also, homeowner emailed about adjoining fence he has with neighbor is leaning if ACC could assist-Kim to send his email to Bob and Al. **Kim sent Email 4/08/23 to Bob and Al for follow up. 4/20, Kim** we need someone to take the lead on finding good fence repair Company, volunteers? **4/20-Bob, Al and Greg** to follow up with homeowner with broken common area fence along Lynn Lane. Kim gave Bob a fence co card and Debbie E. name and Ph# for fence repair company referral for fence behind homeowner and to ask if she would have idea of cost to replace our common area fencing for insurance purposes. **4/27, Bob** spoke to homeowner about the fence between him and his neighbor not being HOA responsibility, we still need a fence company to repair the fence behind homeowner's house. Still in the process of looking for a fence repair company. **5/08 Amber**, will call Budget Friendly Fences, Broken Arrow Fences. Kim to forward Amber homeowner's contact info and address. **5/18 Kim, Debbie E**, went and looked at fence she and Will will repair when his back heals in 3 weeks. 7/13 No updates at this time. **7/27, Kim on 7/14 Debbie said Will is better they will contact homeowner to schedule the repair, 7/26 update Debbie will have homeowner's fence by Sunday July 30th.**
- B. **All Common areas to be deeded to HOA by Developer**, Amber is going to check Tulsa County Clerk office to be sure common areas deeded to us, including the .85 acre strip along 91st St fence, west of entrance. **Kim to check Tulsa County Assessor office online records. – goal to Complete April 30th. New goal May 30th.** 5/18 Kim on May 11th I emailed Dave about this not being done, his story was City is taking 6 weeks, not true title changes for purchases have been done immediately. Jennifer on vacation will f/u when she returns. **5/25 Kim did receive a copy of the deed Paradigm filed 5/11/23 to turn this over to us, to date it has not been recorded on the county website. 7/27 Kim, 7/26/23 still does not show deeded to WL HOA on Tax assessor website will need to bring to bring this to County Clerk's office for follow up, hoping Amber can take with other County Clerk business we have. 7/27 Amber will take to the Tax Assessor.**
- C. **Amendment based on annual meeting vote to include Phase VI with phases I-V needs to be typed up and filed with Tulsa County Clerk's Office.** Kim asked Yolanda to type this up and provided template from previous combination of phases I-V. **Yolanda has completed this and emailed back to Kim who has not reviewed it yet. – goal to Complete April 30th. New goal May 30th. New Goal June 30th.** **7/27 Kim has done a revision on this, I will get it done to be filed with the lien release, I just want to re-read it and compare to Paradigm's Orig one more time. If Amber wouldn't mind taking to file at the same time as the Lien release in the next week or so I will have it ready.**
- D. **Website Design: Alan and Amber** will get a bid for website design. Al's person called Kim, Kim left voicemail for Brad Spangler, indicated he could help with this, no return call, Kim will reach out to Chelsee Carvalho see if she can head this up. *Example website: Shenandoahvalleyhoa.com.* Amber's friend will do one page web design, she is guessing \$500, she will meet with him and discuss more specifics. Kim: Will be a project for June. **4/13, Kim-** Brad Spangler called me back and suggested using Wix.com (easiest) or wordpress.com to build website, suggested Go Daddy.com for domain name, Brad is it person he will be a resource to help us build website. Chelsee had contacted me also she is willing to take this project on with assist from Brad, she will need Group email and domain name to get started. We would like to have this project completed or at least well underway by mid May so we can reference this in our Board Intro to Homeowner letter. Group determined Domain will be **"washingtonlanehoaph1-6."** **4/20, No Update. 4/27 Kim** has been in touch with Chelsee, we plan to meet or talk Sunday 4/30/23, in the meantime to will secure WL website name form GoDaddy. Amber expressed concern with timeliness if done on a volunteer basis. Kim suggests we give it a shot to be done for free if it doesn't work out we can always hire someone later. **05/08 Kim**, I have had no time to do this yet. **5/18 Kim, Chelsee** and exchanged Text plan to meet or work on it this weekend. **5/18 Amber** is going to get a bid from Scott Pendergrass. **5/25 Kim and Chelsee** met Sunday 5/21, set up domain name and site on Wix.com. Chelsee attended 5/25/23 meeting

and gave a Demo to the board of the website and gave Kim Login info on for website building etc. Kim and Chelsea to try and meet this weekend to set up payment link. **6/01 Kim update to 5/25 mtg notes**, got domain name had to go with #1-6 rather than roman numerals (lower case would be i-vi) paid approx. \$640 for 3 years with Leslie's approval, Chelsea also secured \$400 discount off the \$600 so site will cost approx. \$240 for 3 years, hosted by Wix.com set up with board email so no matter what happens and who is involved the website and control of it belong to the HOA. **05/31/26 Note from Kim: there was a \$400 credit, but it offset a \$400 charge for the site upgrade Chelsea got, so the original amount did not change. In addition there was a charge for the domain name receipts were be provided.** **6/15 Amber has concerns about Board and Volunteers doing this, decided we would move forward with Volunteers with goal of having it available July 31st to residents, with at least the basics done.** **7/13 Kim spoke with Chelsea. Chelsea has been able to work on the website. She was able to add Park reservation calendar app, we need to add FAQ , Payment Link, she would like the add a description of the role of ACC.** **7/27, Kim I have worked on the website quite a bit, if any one wants to stay after the meeting I would like to show you what I have done.** **Helpful numbers, Covenants and Bylaws, Short version of covenant rules, ACC rules and ACC Application are on there as well as a calendar to note events and link to APP to reserve pavilion. I do want to know how everyone feels about sharing the budget with expenses documented so all owners know where the money is going. Also do we want to post a list of accomplishments on the website? Do you all have headshots to put our pics on there, Board, ACC, Landscape Committee? I need to publish and see how it looks live, but I am scared, I need to call Brad or Chelsea, it may need adjusting for mobile devices and I want to see how documents open etc.** **7/27 Board Decided no headshots, No board member information and budget will be quarterly. Note: Only Yolanda stayed after meeting, she state it "looked good" – a few documents were not opening that were opening when originally loaded, needs research.-kcd**

- E. **Park Fence debacle:** *Kim let everyone know Debbie E. is spearheading working with EMPIRE Fence on some sort of corrective action to repair our park fence that is now falling apart and she will keep us informed with progress via email.* **4/06, No Update.** **4/13, Kim-Debbie E.** thought Empire was sending out Subcontractor last Friday, it does not appear they came, no one saw them, Kim has reported this to Debi asking that we get owner of Empire involved. We might have a hard time since we are now different Entity and "WE" did not pay them. 4/20 Kim Per Debbie E. she has requested a meeting with Empire's owner. Amber suggested we might report them to the better business bureau, Kim asked Amber to confer with Debbie E. on that matter. **4/27 Kim** spoke to Debbie E., Empire management has been out to look at the fence and will submit a report to Debbie E. and she will share with us as soon as she receives it. **5/18, Kim shared Debbie's email and info still no letter from Empire, I asked if you all were OK Debbie was ok to state we are ready to file with BBB and pursue in small claims court? Board agreed this was fine for Debbie to do. Kim suggests we put letter together from the board demanding repair.** **5/18 Board** was in agreement the Park needs wider gates if replaced in the future. **6/1 Kim presented** that we should ask Empire for a full refund, in writing, possibly settle for the \$8500 we paid. Report to BBB and go to small claims. **6/29 Board voted to process with a letter stating a full refund of \$8,500. If not reply than moving forwarded with reporting Empire to the Better Business Bureau and then to small claims court.** **7/13 Kim presented** that it would be a good idea to have Amber talk to attorney on where we stand with this matter, since the original agreement was with Paradigm and payment from HOA funds from before we separated from Paradigm's control/management. **7/27 Kim Per Debbie she thinks maybe epoxy would work if we could get group of guys to spend 2 Saturday afternoons gluing the posts in, she thinks this is doable, thoughts???** **Debbie is researching an epoxy product. Kim thinks it would have to be clear and guaranteed not to Yellow. What does everyone think about a split rail coated chain ink like Kim has out back?just trying to come up with something affordable that cannot be destroyed. Kim asked Amber about consulting attorney regarding recouping funds from Empire. Board agreed to gluing pickts in or other options on fixing the fence.**
- F. **Playground Mulch Project:** *Sammye: Getting a bid from son on Labor for Mulch in the park.* **4/13/23, Mulch for park 55' - 59', Rubber Mulch \$7,000 delivered not installed. Lowe's Sales Premium Hardwood Mulch 2-cu ft. 5 for \$10.50 bag will equal \$4,000 to do the park. (this is shredded mulch price).** **4/13, Research to continue on pricing bark (nugget) mulch. Need installation price.** **4/27, Kim spoke to Mark Gardener, he**

will give neighborhood a bid to install mulch at playground and for planting entrances. 05/18 Kim, I would like to pursue getting this done asap. Need approx. 1200 sq ft of mulch to cover 4" deep, or 600 bags \$1200 plus tax and labor. **5/18 Need bids, Amber is getting bids. 06/01 Kim**, since I called Chris Drover and Mark Gardener for bid on entrances I asked them to bid 4", 1200 cu. ft. mulch labor and material bid for park play area. Some discussion about whether releveling is really necessary, water collected after large rain and with mulch higher on the sides currently forcing water to the center. **6/29, Amber several calls, I was not able to get a bid from "my guy" 6/29 Kim Drover quote on pine bark is \$4,200.00 but he thinks we actually need less mulch. Gardener's quote Brown Mulch (doesn't say bark) \$3,200 tax 269, total \$3,269. Kim emailed Mark Gardener 6/15 & 6/30 for Pine Bark price. Sammie asking Matt for quote, Kim has also emailed C&H Landscape aka Blake Hickerson & Hayden. 7/13 Kim had emailed board price from Drover \$4200, C&H Landscape \$4850, Matt Lawwill \$3800 and Gardener landscape for bark mulch \$3686. Approved by Board -Mark Gardener or Matt Lawwill whoever can do the job first. 7/14, Kim updated Board via text Gardner Landscape can do the job 7/20, Lawwill on 7/27 so Gardener was awarded the contract. 7/16 Kim got in touch with Dave about the possibility of killing weeds and grass in mulch before new mulch was installed, Dave said he had some spray he could use and did this on 7/17/23. 7/27 Kim mulch was installed 7/20 as promised, looks great!! Several positive comments on Facebook!!**

G. State Farm Ins Policy Update- 4/20, Need update prices to replace fences, playground, splash pad, gazebo and entrances signs. – Completion date goal June 1st. 4/27, Amber to get replacement cost for insurance bids on all common area fence, playground, splash pad gazebo and Entrance monuments/signs. 5/18 Amber is working on this. Amber provided fencing bid for replacement of common area fence with the vinyl we have as well as wrought iron fence around to park to improve that area since the fence is constantly broken after empire "repair" last summer. **6/01 Kim** emailed Amber today for the other price quotes, we need to gather insurance bids, no response yet. We need new State Farm Bid and 2 more bids for HOA community insurance which expires 6/20/23, Celia Deleon and Craig Schafer 573-864-4442 expressed interest in bidding our HOA Ins. Kim asked Yolanda to gather the 3 Ins Co bids, Yolanda agreed. **6/29 Kim is going to follow up Paige for further information about the policy and get playground and splash pad replacement costs quotes. 7/13 Kim is still working on this I have had accompany out to look at park, have not received the quote yet. 7/27 Kim Replacing the Playground Quote came in at \$60,317, Splash pad quotes came in \$58,000 to \$68,000 and wouldn't be as big/nice as what we have but would be water saving. Add 60,300 playground, 65,000 splash pad, _____ park fence, 18,000 Pavillion, _____ perimeter fence and columns, _____ 4 entrance signs, total \$_____, and what about trees down removal and replacement say if there was a tornado?? Add \$50,000 trees. 7/27, Yolanda agreed to get 3 bids with new price information. Liberty Mutual and Ste Farm Quotes for \$00,000 and \$450,000 in coverage.**

H. Welcome baskets for new neighbors – Kim would like to propose adding this as a small budget item as I feel it will give us a good intro to our new neighbors and provide them the necessary info with regard to HOA Covenants and Dues to avoid future issues - this item tabled for next meeting – out of time 4/27. 5/08 Kim asked for approval to \$10 to \$20 per welcoming basket for new neighbors. Voted on & approved. 5/18, Kim we need to get a group of Vol to put this together, we will need to provide letter, info sheets. rules etc. 5/25 Amber has done the Welcome Committee letter, need to share with the group. 7/13 Kim received copy of Welcome Letter draft, however there is some crossover on this being our original into letter Vs a Welcome new neighbor to the neighborhood letter." Kim has found online sample letter, the group could combine the original draft letter info pertinent to new neighbors. Sharon, Cindy, Sammie, Yolanda are going to work on the letters (owners/renters) for the Welcome baskets. – need to ask Amber if she would like to as well. Kim will send online sample Welcome letter to the group. 7/27 Welcome Ltr Group update: Yolanda will stay after the meeting to work on with Kim.

I. New Park signs requested on Facebook- 3 No Pets, 3 Residents and their guests only – 06/01 In response to homeowner complaints - Group discussion, everyone liked the Resident sign idea. Greg voiced that he doesn't have issue with dogs in the park, just not in mulched play area. Kim said the park has always been intended as No dogs allowed, Bob interjected there was a fenced "dog park" years ago on an empty lot but now that is built. Kim expressed concerns re: the sanitary conditions of park if pets are urinating etc on park lawn, even if people do pick up after pets. Discussion was tabled for another meeting. 6/15 after further

discussion re: leash laws, possible bite risks, Kim can text some pics of signs found on Amazon, not to expensive, probably \$200 for 6 signs. Board voted, Kim to order signage. 6/29 Kim will take care of. **7/13 Kim will be ordering signs, styles as voted upon via text. 7/27 Kim these were ordered and I have received them, I will get them to Dave to install if Jim can't, Are we thinking we would screw them right into the Gate slats? Bob to install.**

- J. Splashpad Jets – Sammye reported pooling water and water running down street from splashpad. 6/1 Dave had taken a look at the issue, there are two jets that are leaking. Dave presented four options. (1) Call Tom's to replace the two jets. (2) Put in a French Drain. (3) Make Tom's come out to shut the two jets off. (4) Dave can build a plate to modify jet to redirect and the low spot would need to be filled with dirt and possibly sod to keep the water from the jets from running over the sidewalk into the street. Board agreed to go with option (4). Kim Provided Dave with a Part contact given to her by Tom's Outdoor. 6/29 Dave is still working on building plate. 7/13 Dave is still working on this. 7/27, Dave continues to work on this project.**
- K. Entrance erosion at 91st Street, west flower bed – 6/29 Kim, Drover quoted \$150 to but ups some stones to stop erosion. Board was agreeable to this. 7/13, KCD I hadn't asked Drover to do this yet, would like someone there when he does, also felt bad only giving him \$150 job when he quoted 3 other expensive ones so I have held off. Sharon can meet him at entrance but not until week of 7/24/23. 7/27 Kim texted Chris Drover about doing this 7/26, it is scheduled for next week.**
- L. Fence at South end of neighborhood on Lynn Lane – 7/13 Greg, Appears development to the south of us has dug up a lot of our greenspace and taken down the HOA Common area fence at last house south on Lynn Lane. Leslie said she had contact for builder. 7/14, Kim got contact info for project manager and texted it to Greg who agreed to follow up making sure this area is repaired back to it's original state. Rausch Coleman Project manager is Mitchell Redington 918-218-8843. 7/27 Greg Update: _getting info from City and will call builder and ask for it in writing that put back fence sod etc. Kim ask Amber if she can look at city maps plan and determine. 7/27, Greg is going to contact project manager.**
- M. Deed Restricted Community or HOA Community signs to be posted at both entrances. – 7/13 Kim to do this. 7/27 I found these are not readily available for order on Amazon, probably a custom order. I need to pass the baton on this one, no time to research and order these. Board decided to table this at the moment.**
- N. PVC installation in corners of playground to aerate mulch - 7/15 Greg called Kim, apparently a homeowner reported smoking then flaming decomposed mulch in the Park last summer where it builds in corners, Greg and Dave said they could install some PVC tubes with holes drilled to aerate the areas for a cost of \$200 or less for materials. Kim took a vote via text and it was approved to do this. 7/27 Greg update on PVC project: settle after rain or 2 Greg will do this**

NEW BUSINESS:

- A. Stub road to neighborhood south of us – Protest being tied in – 7/27 Kim I would like to ask Amber to spear head this issue with the city and residents of necessary, it is not safe to open roads thru that neighborhood over our walking path and we are an HOA paying for our facilities park/ playground/splashpad, opening this up just increases our wear and tear and our liability.**
- B. Drover Landscape – 7/27 Kim, Texted Chris Drover 7/26 re: them not weeding flower beds weekly, also received complaints about weeds not being trimmed down along 91st Street perimeter fence and appear mowing is still not being done behind 10th and E. Boston St, north side of Delmar off Lynn Lane entrance, Dave Z was previously addressing this with Chris, Dave going out of town. Chris Drover replied re: the above issues and he will try to get them resolved with his lead Alex today and would meet with Dave next week, he said he needed maps, I reminded him I sent them immediately after his 1st request and told him let me know if he needs them again. FYI – they skipped entire community one week (probably due to**

rain) then skipped reserve areas next week so now 2 weeks reserves aren't mowed and they are super long, reserves were being done 7/26 so I didn't mention in my text but next years contract needs to call for weekly mowing of all reserves, not 3x in July & Aug.

- C. Dead Crepe Myrtle in the corner of the park to be removed - 7/26 Kim asked Chris Drover for a price.
- D. Entrance beds – 7/27, Sammye ok to go dig up hostas, last week Dave took growth off bottom 8” of pines to allow more water flow in Lynn Lane South Entrance bed, losing flowers there, checked sprinkler on Lynn Lane island as middle tree looks sick but Dave confirmed it is getting water.
- E. Acct # 10127-Homeowner Complaint about neighbor's cats: via email 7/11/23: I do want to call your attention to the issue of free roaming cats in the neighborhood. There is a house where the garage door is left open for about one foot and I see cats (many of them) roaming free. Food bowls are kept in plain sight on the entry to the house as well as water bowls. I have spoken to neighbors on that street and they say the cats come into their yard to do their bathroom duties regularly. 7/27, Yolanda and Kim to work on a letter.
- F. Acct #60112-Homeowner Complaint about neighbor's cats: via email 7/11/23: The house next to me, has a cat that is let out frequently and comes to my yard and leaves feathers from birds she has killed and eaten on my welcome mat. I have spoken to them about this and they get offended and swear their cat would never kill a bird. .
- G. Acct #10329- Homeowner complaint/report via email 7/26, There are 3 slats of the fence broken on ground & water sprinkler in back yard that shots off about 7:30ish. I think it is a rental house, & we do not know owner. The renters have not been around recently. The owner might want to know. You see fence as you drive on Delmar from entrance off Lynn Lane. 7/27 Need to investigate more, might need a letter.
- H. Acct #10209-Homeowner complaint/report via email 7/26, The VW & white car/SUV no tag (sent pic) have not moved in the 5 years we have lived here. They are storing them on the driveway which is a violation of our by- laws. This results in usually 3 other of this residents cars parked in street. 7/27 Needs letter, violates 6.9 of Covenants.
- I. Violation Letters for Lawns, outdoor paraphernalia – Sammye and Yolanda did a drive around to get list of violations, are letters drafted??
- J. Comedy night – 7/27 Kim How about looking into a Comedy night at BA movie theater on Elm reserve for neighborhood event there?? Board decided to table this idea.
- K. Entrance Beds at 91st Street, bad Sprinklers, plants dead?? – 7/27 Kim, 7/26 Jim told me plants all look dead!!

Side note - who wanted to see Christmas light contract? Greg?

Next time – Ask Dave about ordering Sprinkler box covers

NEXT MEETING DATE

The next Board and Committee meeting is scheduled for *August 11th, 2023* at 6:30pm.

The board meeting adjourned at 9:34pm.

Tabled for Future Discussion:

1. **Late Fee for HOA Dues:** 04/03/23, Kim: Suggested to wait until fall to decide on voting to add late fees into the Bylaws, maybe even 2 years to see how collections go the first year.
2. **Rental Application Process.....**adding the Bylaws, 12 month lease, approval process, hefty fines is no approval, state no rentals first year of ownership to deter investors..
3. **Management Co Bids:** Optimus Property Management \$1000 from **Sammye/Kim**. OK HOA Property Management \$2500 from **Sammye**. Need 3rd bid on management company, **Amber** to f/u with names Leslie provided. 3/30, *Amber presented PMI Property Management BID, \$1544 monthly fee. 04/13, Kim called for Official Vote to table hiring management co. until fall or until this becomes too much for Volunteer Board and committee members. -On HOLD 7/2023 Kim rec'd updated unsolicited bid for \$1500 per month From Optimus.*
4. **Trash and recycle cans to be kept from street view or behind fences.**
5. **Covenant Enforcement:** Kim, had idea and we would need attorney opinion, but maybe for enforcement, we could add covenants to say we may place a lien for the amount of what it will cost to rectify the situation when the house is sold, so they pay then??? (for big tickets like wrong color roofs)
6. **Trees need trim up common area in Phase 2 – 6/29,** Kim, Drover bid for trim up canopy to 6ft is \$650, it was determined this type of pruning needs to be done in stages in very late fall or late winter.
7. **Add to Covenants: Email notification shall serve the same as mail notification for Dues and/or meetings.**