

**Washington Lane HOA Phases I-VI
Board Meeting Minutes
May 12, 2026**

Minutes of the Board of Directors Meeting of the Washington Lane Homeowners Association, Broken Arrow, OK, the meeting was held **via phone call** at 6:00pm on May 12th, 2026.

CALL TO ORDER: 6:00pm by Andrea Caldwell, President

Present via Phone: Andrea Caldwell-President, Helen Smith-Vice President, Kimberly Dryden – Treasurer/Secretary

I. Board Meeting Minutes:

- A. Board Meeting Minutes for dates April 27, 2026 were reviewed and notes for revisions to be made.

II. BOARD VOTE:

- A. The Board voted unanimously in favor to approve the April Bank statements and check register to be posted on the HOA website.
- B. The Board voted unanimously to reimburse Kim Dryden \$64.05 for reimbursement of the HOA Website domain name.
- C. The Board voted unanimously to reimburse Kim Dryden for 1 roll of stamps purchased 1/20/26 to mail 70 late notice and 3 additional notices requiring extra postage for total of \$81.21
- D. The Board voted unanimously to reimburse Kim Dryden for 1 lien notary fee 4/08/26 that Andrea took, Kim gave Andrea \$5.00 cash to pay fee.
- E. The Board voted unanimously to reimburse Kim Dryden \$22.68 for 2 notary fees for Bylaw and Covenant Amendments filed, copies of the Annual Mtg Sign in sheets on legal paper and misc. info for the meeting.
- F. The Board voted unanimously to proceed with approval of the fence contract to Empire Fence and the stucco contract to Tulsa Masonry Design on May 5, 2026.
- G. The Board unanimously voted to approve partial payments to Pence Law Firm and pay the charges that are valid charges: Invoice # 7532, Date: 04/01/2026 pay \$270 of the \$300 (\$30 appears to be a duplicate charge) and pay Invoice #7572, Date 04/15/26 \$390 for services provided prior to 4/07/26.

III. FINANCIAL REPORT:

- A. **5 lien releases were filed for 4 homeowners on 5/11/26. Account #50116, # 60104, # 10129 and 2 for account #010127.**
- B. **Website update** – The April Bank statements and check register were emailed to the Board members for approval to post to the HOA website. The Board approved these documents for posting on the HOA website. Kim was able to remove her credit card from the website account and replace it with the HOA Debit account, as discussed, we went the option of monthly @\$46 per month rather than 3 year option in case the next Board does not keep the website functional, the HOA will not be locked into an agreement. If they opt to keep the website functional, they sign up for the 3 year discount after their vote.

IV. Covenant/ACC/Application/Approvals/Denials/Violations:

- A. **Acct# 050156 – Violation reported: 3/03/26**, a dog is being walked off leash in the neighborhood, complaint received, 2nd complaint received with a picture attached. The Board voted unanimously in favor of sending the homeowner a violation letter. **04/02/26**, Letter is not done yet. **4/27/26**, no update. **5/12/26**, no update
- B. **Acct# 050108 – Violation reported:** Brush pile accumulated behind house near northeast corner of walking path. **01/11/26**, we will see if someone can look into this, not sure if it is the homeowner doing this. **03/12/26**, Robert took pics for Kim, they are on other side of walk not near homeowner property, Kim to ask landscaper to clean up. **04/02/26, No Update. 4/27/26**, Kim has contacted the landscaper again to be sure this got cleaned up, no reply yet, there I also a large branch he removed from the path that is to be cut up and taken away. **5/12/26**, no reply from landscaper.

- C. **Account# 50164-Violation reported**-Fence in rear yard falling into the neighbors yard, **3/03/26** Board voted to do violation letter with a second notice in 2 weeks and 3rd notice in 30 later with notification of possible \$500 fine if not corrected in 30 days. **03/12/26**, 1st letter sent via email 03/08/26. **4/02/26**, 2nd notice emailed 03/24/26. **4/27/26**, third notice was sent 04/26/26 giving 30 days notice, at which point a fine will be assessed and a lien placed. **5/12/26**, the management company called and provided contact info to give to the owner of adjacent property in hopes of splitting the cost of the new fence.
- D. **Account# 50140 ACC Application** – repair sidewalk to level in front of the home, install path from east end of pool deck around house and pour cement pad along side of house for BBQ, wood pile etc. Paint exterior doors brown w/turquoise crackle paint, replace garden trellis/arbors at back gate, re-stain wood privacy fence. The Board voted 2 members in favor of approval, 1 abstain.
- E. **Account# 50105 ACC Application** – replace split rail fencing with 3 sides 6 ft privacy fence and 2 front gates, metal posts to be installed on the interior of the fence, home backs to walking trail and one side faces common area. The Board voted 3 members in favor of approval.

V. **OLD BUSINESS:**

- A. **Asphalt Path damage by AT&T Contractors**, reported by Kendal on 09/03/25, he is having discussions on repair vs monetary reimbursement. **10/28**, Kendal noted there are new boxes (cable?) installed near the Lynn Lane entrance. **03/03/26**, Kim to follow up with Kendal for contact information, also need HOA mailbox key back. **03/12/26**, No Update. **4/03/26**, No Update. **4/27/26**, no update. **5/12/26**, we will pass onto next Board to address.
- B. **Broken sidewalk on south/east path Rausch Coleman to repair** - Kendal will follow up with Rausch Coleman regarding previous path damage. **12/18/25**, No update. **03/03/26**, this issue was reported via phone and with follow up email to Sarah Walters with the City of BA, Sarah responded today "I will get out there to take a look at the broken sidewalk and take some pictures to forward onto the developer. I will also inquire status about adding a drainage pipe to this area." 2/12/26, Mitchell Reddington, the developer stated he would replace the sidewalk, work should begin in the next couple of weeks. **03/03/26**, This was delayed and Mr. Redington has stated work should begin soon. **03/12/26**, No Update. **4/03/26**, No Update. **04/27/26**, work is completed but the new sidewalk already has a crack and there is a lot of erosion and mud, they need to sod behind the fence (or maybe we do)? 4/12/26 Kim emailed Mitchell Redington, re: Trash blowing all over path and streets from his contractors and needing sod along new fence, need to call or text him no response to the emails. **05/12/26**, the email from the City indicates they also talked to Michell about trash, slit fences. No response from Mitchell, no response to my email or text. We will pass onto next Board to address.
- C. **Drainage onto our east side walking path at the south corner** is now an issue and our new neighborhood to the south has installed a large drainage pipe pointed toward our path as reported by 2 neighbors with pictures. **03/03/26**, after several messages, Kim spoke to Sarah Walters at the City of BA, 1/15/26 and an email to document the conversation was sent 1/15/26, Sarah responded 1/16/26: "Thank you for sending the pictures. I have reached out to the Engineer of record about the Storm Pipe discharging onto the Washington Lane trail. Will keep you posted on that. I will also let the developer know about this concern." **03/03/26**, No Update. **3/12/26**, Kim emailed Sarah at the city back on 3/08/26 asking that she send us a copy of the Engineer's response regarding the storm water, mud etc. being dumped on our property by the new neighborhood to our south that states this meets the City of BA's requirements. **04/03/26**, a second request was sent to the City on 04/01/26 asking for the engineer's report. **04/27/26**, received response from the City 4/06/26 but only briefly reviewed the email and pics. **05/12/26**, Kim forwarded the email to the Board 4/10/26, noted they had not been copied on the response. Kim does not agree with Sarah's assessment of the water /mud and drainage situation Sarah refers to and sent pictures of. Clearly the problem is much worse after the tree removal to install the fence line on our southern border and I don't see the missing sidewalk chunk in the early pictures....and why would they make it a drainage easement, as stated by Sarah and require the asphalt path installation? We will pass onto next Board to address.

- D. Fence Quotes – 03/03/26** were discussed, still waiting for contractors to submit bids, will hopefully have them next week. Colors of fence stain and pillar stucco were reviewed as presented in CHAT GPT Pics. 3 stucco color choices were selected to be defined after all bids are in and contractor is selected. 03/12/26, it was discussed Kim to reach out to companies that specialize in Masonry/stucco for separate quotes on that. Kim will also confirm fencing bids include the first 2 side yards on S. 15th Pl and that all co's quoting can provide Liab. and Work Comp. insurance certificates. **04/03/26**, Balance of Fence quotes were received for a total of 5 quotes and 4 quotes for the Stucco work. All prices were put into Excel for comparison purposes, proposals were shared with the Board, the options were discussed. The Board narrowed down the selection, but a few more questions need to be asked about materials etc. and we need to receive formal contracts with warranty info not just estimates. **04/27/26**, discussed the Pros and cons of the fence installers. **5/12/26**, Due to the requirement for watchers to be present during the ballot count of election of new Board Members the Board voted not to delay the fence project further and proceeded with approval of the fence contract to Empire Fence and the stucco contract to Tulsa Masonry Design on May 5, 2026. Homeowners on the east side of the entrance were notified May 5th and the project commenced May 7th with fence removal and pillar pressure washing. On 5/11/26 the Board voted to finalize the color choice of Tavern Taupe for fence pillar color which most closely matched the pics done in AI for the neighborhood polling. On 5/12/26 the Board voted to finalize the color choice of Aesthetic White SW 7035 for the 91st Street entrance signs.
- E. Entrance Bed planting - 03/03/26**, discussion, Kim will get pricing on flower design presented from GPT Chat. **03/12/26**, No Update. **04/02/26**, we got a bid but it was way out of line, sent back for revision. **04/27/26**, material revision done but Kim thinks Labor should also be revised. Discussion regarding planting Lynn Lane side separate from 91st St due to upcoming fence project. Kim to ask Bevan to revise and separate bids for entrances. **5/12/26**, haven't gotten bid from Chris Bevan yet, will ask him to separate Lynn Lane and 91st entrance pricing so we can move forward with Lynn Lane asap.
- F. Paradigm still hasn't deeded the .81 acres along 91st St.** - Kim emailed Dave Cocolin and Jennifer 12/2024 then more recently 3/08/26, Dave replied asked for tax bill which I sent 3/08/26. 3/09/26, Jennifer sent form Tulsa County requires for them to change name, which needs to be signed by the Board President and notarized. **04/02/26**, the transfer document has been signed and notarized 3/31/26, Kim to scan and email to Paradigm. **04/27/26**, Kim scanned and emailed the notarized transfer document to Jennifer with Paradigm, cc Dave Cocolinon 04/09/26. **5/12/26**, Jennifer responded 5/07/26 she still has not filed the paperwork.
- G. Speedhump request for S. 15th Pl.** – Homeowner on Facebook asked about this, Kim contacted the City of BA who will do a traffic study to see if the street qualify. Studies done just a couple of months ago on 13th St and 16th St did not have enough traffic to qualify. **04/27/26**, 13th St. and 16th St still do not qualify but a petition could be submitted to the City. 15th Pl did qualify (afraid this might be a typo) and petition will need to be submitted to the City of BA by 75% of the homeowners that abutt that street. **5/12/26**, We have additionally requested a speed hump study on S. 15th Pl between E Boston Ct and Delmar (more definitively from Boston Ct to about S 16th Ct.)
- Zachary Smith from the City of BA has clarified 15th St does qualify for speed humps, there were 777 vehicles that were counted in a 24 hour period. Approximately 26% of vehicles were traveling over 30mph.
 - We had asked about stop signs where 13th and 16th cross our walking path, Zachary said he did not realize this was an issue he will investigate, he didn't realize there was a walking path.
 - We asked about repairs to our cracked roads before water makes them worse. Zachary replied: there is a street maintenance program that includes crack sealing. We will investigate and add it to the list if it is a good candidate.
 - We asked about the south neighborhood connecting to S. 96th Street, according to Zachary and his map E. Honolulu St. should connect (guessing probably with more build out down there??)
 - Per Zachary E. Jacksonville currently connects to the Southern Oaks neighborhood.
 - We will pass onto next Board to address.
- H. HOA Attorney. problems with invoice** - we have another attorney who is not providing timely responses, they are not returning the Board's phone calls/emails. Kim to send written inquiry since her calls and previous email have not been answered. **5/12/26** Kim sent lengthy email response 5/04/26 to the HOA Attorney, due to lack

of response from them, detailing the timeline and request for work from the attorney, no response has been received back yet. Kim would like to make partial payments and pay the charges that are valid charges: Invoice # 7532, Date: **04/01/2026 pay \$270 of the \$300 (\$30 appears to be a duplicate charge)** and pay Invoice #7572, Date **04/15/26 \$390 for services provided prior to 4/07/26**, after which they were instructed to stop working on anything further on our account until we spoke. The Board voted unanimously in favor of this.

- I. **HOA Mailbox Key - 03/03/26**, Kim to follow up with Kendal for the return of the HOA mailbox key. **4/27/26**, Kim received a text from Kendal Coats 04/26/26, he does not have the PO Box Key, he is willing to pay for a replacement. The Board decided we would leave it to the next Board to decide if they wanted to rekey the Post Office Box or just order a new key.
- J. **Irrigation System start up for the year** – in search of a more reasonable sprinkler repair company, 4/28 note: Abundant Rain charges \$150 per hr 1st man and \$40 per hr for the 2nd man, much cheaper than previous quotes. The Board voted vis text 4/28 to have them come out and review system and give a quote. **5/12/26** Abundant Rain isn't going to work out, they didn't submit quote. **5/12/26** Luke Willis with Oklahoma Landscape Architects (OLA), was referred to us by a homeowner. Kim spoke 5/08/26, he will inspect system at no charge and provide a quote for the work to be done.

VI. **NEW BUSINESS:**

- A. The Board voted unanimously to reimburse Kim Dryden \$64.05 for reimbursement of the HOA Website domain name.
- B. The Board voted unanimously to reimburse Kim Dryden for 1 roll of stamps purchased 1/20/26 to mail 70 late notice and 3 additional notices requiring extra postage for total of \$81.21
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- D. The Board voted unanimously to reimburse Kim Dryden \$22.68 for 2 notary fees for Bylaw and Covenant Amendments filed, copies of the Annual Mtg Sign in sheets on legal paper and misc. info for the meeting.
- E. Annual Meeting Ballot count is set for 5/18/26 at 6pm. ...after many, many, many texts and phone calls.

The Board meeting adjourned at 7:20pm.

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