

**Washington Lane HOA Phases I-VI
Board Meeting Minutes
May 14, 2023**

Minutes of the Board of Directors Meeting of the Washington Lane Homeowners Association Phases I-VI, Broken Arrow, OK, held at the home of Kim Dryden, 2509 S 17th St., at 7:11pm on the 14th of May, 2024.

- I. **CALL TO ORDER** Kim Dryden: President
- II. **ROLL CALL OF OFFICERS**
Roll call of officers at 7:11pm
Present: President, Kim Dryden, Vice President, Stefany Muse, Treasurer Helen Smith, Member at Large, Alan Hyatt.
- III. **BOARD AND COMMITTEE VOTE:**
 - A. Since the last meeting we took a Board member vote via text, unanimous vote in favor of to spend \$480 on flowers/labor for the 4 entrance beds and \$300 on cedar mulch, to be installed by Drover.
- IV. **FINANCIAL REPORT:**
 - A. Helen Smith, Treasurer reported financials have been gathered all bank statements and expenses November through April have been received with the exception of deposit details. We feel there may be still some missing items from August through October, although I believe we have received all bank statements now. Kim has created a "Check register" for all debits from the bank stmts. Kim and Helen plan to get together review everything to make a list of questions for Robson's accounting team.
 - B. **Late Notice Follow up:**
We had asked Robson to write off interest being charged and Dustin has responded that they will charge a \$75 an hour with an estimated 3 to 6 hours to do this. Stephany counted, there approximately 28 people who have these small interest charges left on their account, it should take nowhere near 3 hours to do this. Kim is going to call Dustin and tell him how egregious this is that they would entertain charging us, they did not get our permission to put this charge on, they should have written the charge-off when the homeowner's paid. Of course, we really want the interest off the \$253 too. Kim also to ask, is the interest that is left still accruing interest? If Robson won't remove the interest, Kim confirmed our previous vote stands to send late notice/courtesy reminder notices to all owner accounts with \$20 or more due, everyone was in agreement with this.
- V. **ACC BUSINESS:**
 - A. Al Hyatt has contacted Chris W. and yes he is interested in remaining active on the ACC. Al also contacted Will M. and Tom M., neither have returned Al's call. Al might try reaching out again and possibly stop by Zachary D's house since we don't have a phone or email contact for him.
 - B. Al reported all pending ACC applications are approved. 3 letters sent for ACC items completed but not previously applied for or approved. The house with the green paint has responded and turned in the application now. Al and Chris propose giving them 90 days to come up with a plan to comply and correct their paint color and another 90 days to execute that plan, given the extenuating circumstances of the family at this time. The Board was in agreement with this plan.
 - C. Kim received an anonymous complaint in the mail the other day addressed to my home complaining about a homeowner who is running an auto-repair and detailing business out of their home. Per Al, Robson has also apparently received the same letter for the same address and has already sent a violation letter, mailed on May 6th, 2024.
 - D. Al reported OKHB1023 law regarding solar panels was actually effective November of 2023 having passed the house and gone into law without the governor's signature on June 12th of 2023, so we cannot prevent solar panels, however it does sound like we can still have an approval process, not sure if

we can prevent them from being in certain areas of the roof, this needs further research and a possible attorney opinion.

VI. Old BUSINESS:

A. Covenant Violations:

Stephany reported Dustin sent her a violation notice which we had already seen on the Portal and references to the verbiage for the second and third notices. Stephany forwarded the email to the rest of the Board during tonight's meeting. We did not receive copies of the actual second and third notice violation letters as requested.

B. Insurance State Farm:

Helen spoke to Paige at State Farm who reports our coverage amount as \$509,600. The policy copy we just received indicates we were insured at \$320,000 so we are not sure why the discrepancy? Helen to check back with Paige on this, as well as ask for a quote for the upcoming year for the coverage in the amount of \$450,000. *Helen will also call Dustin at Robson and ask him to get a quote from agent they use for other HOA's for WL HOA with coverage in the amount of \$450,000. Stephany will also get her insurance agent to provide a quote.

VII. ACTIVITIES COMMITTEE: Annual Neighborhood Garage sale is planned for May 17th & 18th, banners have been put out and sale is advertised on 27 FB sites, Craigs list and NextDoor.com

VIII. COMMUNICATIONS COMMITTEE:

A. Stephany reported that she spoke to Roger S., he is interested, Stefany is going to reach out to Cathy C. Kim has provided contact information for all volunteers.

B. Ideas for the next newsletter:

- i. No animals are allowed in the park (and maybe a reminder to walk with a baggie to pick up Fido's mess if you're leash walking him)
- ii. Safety First section: remind everyone not to leave valuables in your car and always lock their cars. This time of year the teenagers rifle through unlocked cars and take anything they can.
- iii. Advertising section for people with local businesses (not run in the neighborhood) suggested by a homeowner on FB.
- iv. An introduction, Meet My Family section also suggested by a homeowner.

Kim's add on note: Maybe that's something we could ask new people if they would like to be introduced in the newsletter with kids ages etc., to get play dates going or just in general... Please welcome Mr and Mrs xxxx and their children who just moved in at >>>> address.

- v. **Kim's add on note:** Add a section "**News from your HOA Board**" with Board accomplishments from the previous month.

IX. LANDSCAPE COMMITTEE:

A. Splashpad:

Kim to call the city tomorrow to turn on the main water for the Splash pad. Dave Z will meet Kendal and Kyle at Splash pad and show them how to work at it. We hope to get this done this week to be sure no repairs are needed before the Holiday weekend.

B. Sprinkler Sprinkler System:

Drover tested sprinkler system with Kyle and Kendal, 2 geysers identified on 91st Street. Kendal was able to replace heads with no labor cost.

C. Tree Removal:

Dead Crepe Myrtle in the southwest corner of the park, last year previous quote \$75, Board voted unanimously to remove the dead crepe myrtle in the park including the stump and roots and fill the hole for a cost of up to a \$150. Kim to call Drover for updated price.

D. Entrance beds:

Kim reported reported since the last meeting we took a Board member vote via text, unanimous vote in favor of to spend \$480 on flowers/labor for the 4 entrance beds and \$300 on cedar mulch to be

installed by Drover. This was delayed because Drover had to have an answer by 3p that day in order to get supplies in time and then the subject of edging came up. Drover has given a quote for additional \$300, for steel edging at each 91st street entrance. Kim is in the process of getting prices for rock edging, Chris Drover hopefully will send that quote during our meeting tonight.

E. Fallen tree limb from common area tree:

Kim reported since the last meeting we had a vote via text, unanimously approved, to spend the \$150 with Drover to remove the common area fallen tree limb off the fence at 1217 E. Canton St. There still needs to be a picket replaced on this homeowner's fence. Kim sent text to Will M. to get a price for the picket replacement. Drover quoted \$50 to replace the picket. Kim is hoping Will can do it for the cost of the picket.

F. Park fence:

Kim has text Debbie for the cost of replacing pickets at the park fence, she is to check with her supplier. Today Kim called Omni Fence and they are to be emailing me a quote for these. My thought is that we should put a temporary fix, if we can do it for \$300 or so, that would last us through the summer. Taking the fence down now would be a safety hazard for kids out there playing this summer. Hopefully by fall we can have a Special Meeting with the neighborhood on what to replace that park fence with and see where we are with the budget at that point.

G. Signage on Park Gates:

Kim to ask Landscape committee if the No pet signs are up at the park. We have new ones we can put up as well as Residents and their Guests only signs.

H. Tree Insecticide and Fertilizer Treatment:

Kim to ask Landscape committee to have 2 companies come out and look at whether the trees need fertilizer and insecticide on Lynn lane at 91st. Drover mentioned the Crepe myrtles are sick with some kind of disease and quoted \$1250 to fertilize and treat for disease.

X. WELCOME COMMITTEE:

- A.** Helen has not made contact yet with Tina or Beth. Kim has provided contact information. We know of one recent closing. Helen to ask Dustin at Robson for April home closing list and if the May 1st closing happened. Helen also to ask Robson for the copy of the welcome letter that they send out so we don't duplicate information in our letter. Kim to email Helen the welcome letter that was written last year but never used as a starting point for the new committee.

XI. NEW BUSINESS:

- A. Old FB Site** – Kim to ask Dustin if previous HOA acting President has ever been sent a letter by Robson to shut down the Facebook as previously requested

NEXT MEETING DATE

The next Board and Committee meeting is scheduled for May 28th, 2024 at 6:30pm.

The board meeting adjourned at 9:11pm.

Prepared by the Secretary for Washington Lane HOA Phases I-VI Secretary

Action item: 5/28/24 Unanimous vote in favor to approve 5/14/24 meeting minutes