

**Washington Lane HOA Phases I-VI
Board Meeting Minutes
April 02, 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 April 02, 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. N/A

II. BOARD VOTE:

- A. The Board voted 2 in favor and I abstain, via text on 04/01/26 to deny the AT&T request to store their equipment on our common area on Delmar during their fiber installation.
- B. The Board voted unanimously to post the Board Mtg Minutes from 2023 and early 2024 after owner names are redacted.

III. FINANCIAL REPORT:

- A. **Account #010313 requested 6 months to pay 2026 HOA Dues. 1/11/26,** The Board agreed unanimously to offer the property owners until May 30, 2026 (5 months) to pay before we file an additional lien for the 2025 HOA Dues, that would incur more lien fees, in addition to the 2 liens they already have. However, during this extension, interest will still accumulate that they will need to pay, it just means no additional lien or lien fees for the 2026 amount will be filed, as long as the account is paid in full by **May 28, 2026.. 03/03/26 update**, one payment received and bounced, 2/25/26, the Treasurer emailed that they must pay money orders or cashier's check. A total of \$435.00 must be paid in March, April and May. – Board voted the deal would be OFF and to do lien, if payments are not kept up. **03/12/26, No Update. 4/02/26,** the homeowner has not made the March installment.
- B. **Liens were filed 3/31/26 for 14 homeowners who owed years 2026 and prior.**
- C. **Title Co Checks** –The outstanding \$200 from a March 2025 closing with Titan Title has not been received, follow up emails were sent 6/24/25, 07/01/25 and 09/05/25 requesting our payment for Account # 040145. **03/12/26, No Update. 04/02/26** - Titan Title emailed 3/18/26 and said they mailed checks, Kim emailed 3/30/26 letting them know no check was received, they should stop payment and we will come pick it up in person.
- D. **Website update-** N/A
- E. **HOA Tax forms were sent to Gardners Tax Service 3/31/26.** A homeowner who lives in the neighborhood works there and provides this service for free. Unfortunately, the Treasurer totally forgot about the 1099 deadline 1/31/26, they are now filed late.

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.
- 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.**
- 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. **04/02/26,** 2nd notice emailed 03/24/26.
- D. **Account # 40128-New 6ft privacy fence with dark brown stain. Approved 04/02/26 by the Board.**

- E. **Account # 40145–New 6ft Privacy fence, No stain. Approved 04/02/26 by the Board.**
- F. **Account # 10303–New storm door, match house trim/brown. Approved 04/02/26 by the Board.**
- G. **Account # 40108–New 6ft Privacy fence, stain color pecan. Approved 04/02/26 by the Board.**
- H. **Account #30111–New 6ft privacy fence, new trees, new shed with weather wood shingle roof, will apply for shed color later, application approved by the Board 3/29/26.**

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. 4/02/26, No Update.**
- 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 Redington, 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. 4/02/26, No Update.**
- 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.” **03/12/26**, 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. **04/02/26**, a second request was sent to the City on 04/01/26 asking for the engineer's report.
- 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. **04/02/26**, 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.
- E. **Fence options – 03/03/26**, options will be presented to the homeowners for an informal poll on colors via Facebook poll and via email, 1 vote per household, if 2 votes are received from the same house neither will be counted, all votes must be identifiable by homeowner's full name as listed with the HOA. **03/12/26**, Final 3 stucco colors, 2 fence style options presented in 6 combinations from GPT Chat for approval by the Board to proceed with Facebook and email poll of the homeowners for pillar/fence, color/style choice selection. **04/02/26**, Kim posted the 6 Board approved GPT Chat pictures on 3/30/26 to the Neighborhood Facebook for polling and emailed all primary email addresses we have available to notify them of polling and polling rules. The Board determined we would leave the poll active until 04/06/26.
- F. **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.

- G. **Written Proxy/Ballot review – 03/03/26**, Items for changes to the Covenants and Bylaws were discussed and will be reviewed by the Board for final approval prior to mailing with Annual meeting notice. **03/12/26**, drafts of ballot items for Bylaw and Covenant changes had been sent to the Board for review, no suggestions for changes. It was discussed the Covenants may need postponed to future vote due to the attorney most likely needing more time to review. The Proxy/Ballot will be sent to the attorney for review. **04/02/26** – Board received Attorney advice on the written ballot language to send for voting.
 - H. **2025 Accomplishments** – Vice President to compile a list of accomplishments to review at the Annual meeting. **4/02/26**, In progress.
 - I. **Paradigm still hasn't deeded the .81 acres along 91st St. – 03/12/26** 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.
 - J. **Cover Letter, 2026 Budget, Draft ByLaw Appendices' 3/12/26**, were reviewed, no suggestions for changes. Kim will forward to the law firm for review. **04/02/26** -on 3/24/26 Kim had Conference call with Kathleen Pence, reviewed items we needed legal review: 1. Proxy/Ballot, 2.) Appendices referred to on the Ballot, 3.) Bylaw 8.6 review/Interpretation. 4.) Amendments to the Bylaws and sent everything in writing after the call.
 - K. **Park Fence** - 3/12/26, Kim noted there over 22 missing pickets from the park fence and would like Board Approval to have Dave Z. replace them with wood pickets he has been making for us, he charges very little, cost will be less than \$200.00. Board voted unanimously in favor of Dave Z. repairing and replacing fence and pickets as necessary. **04/02/26** – Fence repair/picket replacement completed.
 - L. **New Board Candidates – 03/12/26**, Discussion was had regarding invite the new Board Candidates to meet with us and review HOA status and Board duties with AI Record from the nominating committee in attendance, The Board unanimously agreed this would be a good idea. Kim will reach out to the candidates to set something up for mid-April. **04/02/26**, Meeting with the new Board candidates has been scheduled.
- VI. **NEW BUSINESS:**
- A. **AT&T fiber contractors** contacted Kim regarding police being called on them. Kim checked with the City of BA Legal Dept, Graham Parker who confirmed AT&T has rights to access utility easements, this info was shared to homeowner's on Facebook and via email.
 - B. **AT&T Contractor** asked to put their equipment and supplies in our common area on Delmar, the Board voted no to this as it would not be attractive near our entrance, likely make a mess of our common area lawn and subject to some neighborhood kids disturbing it. Kim checked with her neighbors who agreed it would be ok to store these items in the common area behind her house.
 - C. **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 qualifies. Studies done just a couple of months ago on 13th St and 16th St did not have enough traffic to qualify.
 - D. **Board Mtg Minutes from 2023 and early 2024** still need owner name redactions and posting to the website. Kim believes this was voted on over the summer but wants to clarify the Board is still in favor of doing this after Kim has time to redact owner names. The Board voted unanimously in favor of this.

The Board meeting adjourned at 7:00pm.

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