

**Washington Lane HOA Phases I-VI  
Board Meeting Minutes Final  
June 1, 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 June 1st, 2026.

**CALL TO ORDER: 6:05pm** by Helen Smith-Vice President

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

**Absent:** Andrea Caldwell-President

**I. Board Meeting Minutes:**

- A. Board Meeting Minutes for dates April 27, 2026 and May 12, 2026 were reviewed and approved with a few punctuation changes.

**II. BOARD VOTE:**

- A. The Board voted unanimously in favor to approve the 4/27/26 and 5/12/26 Board Meeting Minutes and to post them on the HOA Website. (Minutes were approved prior to the meeting via email by the Board President Andrea Caldwell)
- B. The Board voted unanimously in favor to approve May 18, 2026 Board Meeting/Ballot count Minutes with the 2026 Annual Meeting Voting Results for Board Member Elections and Bylaw Changes and to post them to the website. (Minutes were approved prior to the meeting via email by the Board President Andrea Caldwell)
- C. The Board voted, unanimously in favor to approve the 2026 Annual Meeting and to post them on the HOA website. (2026 Annual Meeting Minutes were approved prior to the meeting via email by the Board President Andrea Caldwell)
- D. The Board voted unanimously in favor to approve the May Bank statements and May HOA check register to be posted on the HOA website. (Bank Stmts and HOA Check register were approved prior to the meeting via email by the Board President Andrea Caldwell)
- E. The Board voted unanimously in favor of, via text 5/31/26, to have an electrician come out to repair electric at 91<sup>st</sup> St entrance that runs the irrigation system if necessary.
- F. The Board voted unanimously in favor of a final email to be drafted by the HOA Secretary, from the departing HOA Board to the homeowners with items discussed and reviewed and approved by all Board members.
- G. The Board unanimously voted to approve these June 1, 2026 Board Meeting Minutes and to post them on the HOA Website.

**III. FINANCIAL REPORT:**

- A. **The HOA May 31, 2026 Bank statement balance is \$183,976.54, the CD balance May 31, 2026 is \$30,357.97. The check register balance is \$180,776.22. The difference is due to some outstanding checks. Debts owed, other than routine expenses, are the amounts due for the fence completion: \$42,688.80, the balance of contract due for the pillar refinish: \$17,680.00 and the balance of the amount due for the entrance bed flower installation, \$750.00. AT&T will owe \$800.00 to the HOA for the irrigation line damage that was repaired.**
- B. **Website update – The May 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.**

**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, 2<sup>nd</sup> 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 **06/01/26** – due to current Board member personal experience related to this matter the Violation will be forwarded to the next Board for any action to be taken.
- 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. **06/01/26** This is now completed and cleaned up, finally!
- C. Account# 50120 ACC Application** – Paint exterior siding “Greek Villa white.” soffit, fascia, gutters and garage door “Iron Ore” by Sherwin Williams. Color pics provided. Install basketball goal halfway up the driveway, diagram provided, Goal pic provided. Vote to approve this request was given verbally 5/24/26 to Kim Dryden, email was sent to the homeowner, Andrea Caldwell did 2nd signature sign off 5/25/26.

**V. OLD BUSINESS:**

- A. 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. 15<sup>th</sup> Pl and that all co’s quoting can provided 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 5<sup>th</sup> and the project commenced May 7<sup>th</sup> 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 91<sup>st</sup> Street entrance signs. **06/01/26**, The stucco work deposit was paid 5/25/26 to Tulsa Masonry Design in the amount of \$4,420.00, per contract. Two Board Members met in person Monday, May 18<sup>th</sup> and voted on the stain option color sample boards provided by Empire. “Leatherwood” most closely matched the pictures created by AI posted on neighborhood FB and email poll, for this reason, the Board decided to choose transparent “Leatherwood” as the stain color choice. [This was later changed to Coffee Brown based on recommendation of stain contractor to choose a semi-transparent stain at no extra cost and estimated to last 2 years longer and actually matches our AI pics used in our polling better than the Leatherwood color which was a little darker on the sample.](#)
- B. 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 91<sup>st</sup> 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 91<sup>st</sup> entrance pricing so we can move forward with Lynn Lane asap. **06/01/26** the Board verbally agreed in favor of approving the Bevan Landscape quote in the amount for the \$1500 on 5/26/26 for the entrance beds and tree rings for a total of 24 flats of 18 plants and 24, 1 qt plants with mulch and labor included. The Board president signed off on the Quotes 5/27/26 for installation 5/29/26.

- C. **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.

**06/01/26** The formal letter has not been written to HOA attorney yet, however several emails were received from the attorney on May 29, 2026, they have only been briefly reviewed at this point.

- D. **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 1<sup>st</sup> man and \$40 per hr for the 2<sup>nd</sup> man, much cheaper than previous quotes. The Board voted vis text 4/28 to have them come out and review system and give 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 by homeowner. Kim spoke to luke on 5/08/26, he will inspect irrigation system at no charge and provide a quote for the work to be done. **06/01/26** The final quote submitted by OLA to turn on and set system timers, adjust replace, repair as necessary at both entrances was for \$1700, plus any required parts, for sprinklers, (\$800 to be paid by ATT for damage to our line near Lynn Lane). The Board voted 5/18/26 to approve this quote and proceed with scheduling the repair. ATT Contractor, Sam White out of Dallas has agreed to reimburse the HOA for the repair of damage caused by AT&T. Due to weather delays the repairs and turn on were completed May 28, 2026 with the exception of the GFI being out at 91<sup>st</sup> Street, once that is repaired the irrigation should be working. The timers have been set and should work automatically, this will need to be double checked, OLA will adjust timers, if necessary. In the meantime, the beds and tree rings are being watered by manually by turning on the valves. The Board voted unanimously in favor of, via text 5/31/26, to have an electrician come out to repair electric at 91<sup>st</sup> St entrance, unless it's just a bad GFI, then Jim, Kim's friend, can probably just replace the GFI. **Update:** June 1, 2026, Jim was able to replace the GFI receptacle for no charge. Kim had a new spare GFI in the garage, Jim plugged the irrigation timer/controller and power was connected.

## VI. **NEW BUSINESS:**

- A. Approve May 18, 2026 Board Meeting Minutes/Ballot Count with the 2026 Annual Meeting Voting Results: Board Member Elections and Bylaw Changes.  
(Minutes were approved prior to the meeting via email by the Board President Andrea Caldwell)
- B. Final email to the homeowners will be drafted by the Secretary from the departing Board to include items on the 2026 Annual HOA Meeting Agenda but not presented due to call for early voting to elect new Board members. A copy of the 2026 Annual Meeting Meetings, the May 18<sup>th</sup> Ballot Count Minutes, and the 4 year budget plan will be attached with a note to let them know these items are on the website for their review, along with all 2023 Board Meeting Minutes (now with redacted homeowner names for financial, covenant or ACC related items.)
- C. The 2026 Annual Meeting Minutes were reviewed and a few updates made as discussed at meeting, and via email prior to the meeting. The minutes were approved to post them on the HOA website. (2026 Annual Meeting Minutes were approved prior to the meeting via email by the Board President Andrea Caldwell)
- D. Meeting the minutes for this meeting 06/01/26, will be immediately distributed for Board approval and posting on the HOA website 06/02/26.
- E. The Board turnover meeting is scheduled for June 2, 2026 at 6pm.

The Board meeting adjourned at 7:35pm.

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