

Minutes of HOA Board Meeting, January 16, 2018
Meeting held at StoneBrooke Clubhouse

Call to Order:

Meeting was called to order at 6:34pm by President, Harry Gordon. Board members in attendance: Harry Gordon, Wayne Allen, Chris Chenoweth, Jeff Stava, Todd Harrell, Aamon Ross, Debbie Mocnik.

StoneBrooke residents in attendance: Clint Briggs, Wade Richardson, Michael Fellwock

Meeting Agenda:

Approved as presented.

Approval of Minutes:

Motion made and unanimously approved to accept minutes as had previously been accepted via email and posted to website.

President's Report (Harry):

Harry discussed what he foresees as the major issues before the Board in 2018:

(1) A decision regarding the management of the HOA. This could include: (a) continue as currently organized but with an increased focus on covenant violations; and testing of assistance from volunteers for treasurer's processes; (b) hiring a management firm with a comprehensive offering of services; (c) hire a firm to assist with treasurer's processes. More on this subject under "Old Business." (2) Decision regarding security recommendations previously presented by a group of neighbors. (3) Develop a strategy for the Capital Fund. Discussion ensued regarding the amount of money set aside for this fund. Matters discussed included how to determine at what amount to cap the fund. No decision was made at this time.

Vice President's Report (Wayne):

(1) Wayne reported that the recent mail theft that occurred at approximately 3:00am, may have been by the same people that were recently arrested by TPD. Our cameras captured the license plate and several neighbors security systems captured the theft as it was occurring. (2) The new security camera on the north Elwood entrance is not reading tags. Wayne is contacting the installer. It is possible this is due to the length of underground cable from the Elwood guard shack to the north entrance. (3) Discussion regarding a young child that was walking on the ice on Pond #2. A neighbor/parent saw this and had the child get off the ice and explained the dangers to the child. The neighbor subsequently posted a reminder to all parents to speak to their children about the dangers of the ice, on the neighborhood FaceBook page.

Treasurer's Report (Todd):

(1) Todd reported that 2017 expenditures are approximately \$162,000; with a few expenses remaining to be paid. 2017 income is \$179,872. The difference between actual expenditures and income will be transferred to the reserve fund. It is projected that this amount will be approximately \$16,000. (2) Discussion regarding having one or two people in the neighborhood help with the treasurer duties such as recording dues collection and bill payment as these functions take a significant amount of time each month, and especially at year end. Both the current and prior treasurer believe that while this is helpful, it has not been proven to be very efficient, based on previous experience. Discussion continued from prior meeting regarding having a management company or CPA firm handle the neighborhood financial activities under

the direction of the treasurer. (3) Potential 2018 projects discussed are included later in these minutes.

Secretary's Report (Debbie):

No activity to report since November 28, 2017 meeting.

Social Committee and Website Manager's Report (Debbie):

Social: (1) Debbie reported that the 2nd annual Pics with Santa was extremely well received. Thanks to Pam Gordon and Bev Allen for coordinating the event. (2) Social committee 2017 expenditures were \$1,517.55; against a budget of \$2,500.

Website: Debbie discussed the sometimes negative and derogatory comments that people post on the neighborhood FaceBook page. While there is little that the board can do, Debbie did mention that at times she or one of the administrator's will delete a post.

Ground's Manager's Report (Jeff):

(1) Jeff is working with Elliott Electric to get a quote to straighten and paint light poles throughout the neighborhood. Also to install at least two new light fixtures where there is inadequate amount of light. (2) Lawnovations will provide a bid for fixing the sprinklers at the 81st St entrance. It is believed that there is probably a broken sprinkler line under the road. (3) Jeff is obtaining quotes for the removal of two dead trees. (4) Discussion regarding the feeder creek north of the clubhouse that comes in from the shopping center. Harry, Jeff and Wayne will research this and discuss possible solutions including involving the City as appropriate. (5) Jeff will be getting bids for the re-landscaping of the three entrances. He is using the landscape plan previously provided by Howell & VanCuren. It is estimated that the cost for the three entrances will be approximately \$23,000. (6) As previously discussed at meetings, the playground area north of the clubhouse may not be completely up to code. Jeff is working with playground safety experts to fully assess the situation. He is estimating that to bring the playground completely up to code could cost from \$4,000 - \$17,000, depending upon what exactly needs to be done and the materials used. (7) Discussion regarding the deterioration of neighborhood mailboxes, especially in Phase 1. This has previously been discussed and information posted to neighborhood FaceBook page on who neighbors can contact to have mailboxes, including numbers, refreshed.

Pool and Clubhouse Manager's Report (Chris):

(1) Discussion regarding additional basketball fencing approved at the October 30, 2017, meeting, to be done after January so the expenditure comes from the 2018 budget, at an amount not to exceed \$6,500. (2) It was mentioned that the hot water heaters still need to be installed in the two pool/clubhouse bathrooms. (2) It was mentioned that the basketball posts and goals need a fresh coat of paint.

Architectural Committee Chairman (Aamon):

Nothing to report at this time. Wayne mentioned that he delivered a copy of the covenants to a resident in Phase 3 that had been leaving a work truck on their driveway. The truck was subsequently moved.

Old Business:

Discussion continued regarding how to best manage all facets of board member responsibilities. Several possibilities are currently under discussion. They include:

- (a) The hiring of a HOA management company which could perform a wide array of duties under the guidance of board members. This would include the management company working with the board to develop and enforce covenant resolutions (policy and fines). Two firms, Collins & Associates, and PMI Green Country, gave presentations of their services at the November 28, 2017 board meeting. More detail on their services can be found in the minutes of that date.
- (b) Proceed as currently organized but with an increased focus on covenant enforcement. This would include the board working with an attorney to develop a policy for dealing with covenant violations (enforcement and fines). The policy could then be submitted to the HOA membership for approval, and enforced by the board, rather than a separate entity.
- (c) Hire a company to do primarily the accounting/financial activities and covenant enforcement, rather than all facets as outlined in the November 28 minutes.

Ultimately it was decided to continue the discussion and have companies that provide the services listed in (c) attend our next meeting. Harry will contact neighbor Gary Goss who manages HOA's; HOA Partners LLC on recommendation of Clint Briggs; and Finley & Cook, on recommendation of Todd.

Other Business:

Michael Fellwock has volunteered to head up an Alert Neighbor's program and will potentially set up a neighborhood meeting in March.

New Business:

Debbie requested that the upcoming Annual Meeting begin at 7:00pm on April 4, 2018, as noted in the Bylaws. She will contact the church to schedule the time.

2018 Potential Projects and estimated costs:

Ensure playground is fully in compliance with regulations - \$4,000 - \$17,000
Additional basketball fencing - \$6,500 (previously approved)
Refresh landscape at three entrances - \$23,000
Fix water leak (sprinkler system) at 81st St entrance - \$2,000
Concrete benches at various places throughout neighborhood - \$3,000
Dredge ponds 1 & 2 - \$20,000 (pond 1 is only about 1-1/2' deep)
Modifications to StoneBrooke website to make it compatible with mobile devices - \$500

Next Meeting:

The next board meeting is scheduled for Tuesday, February 13, at 6:30pm.

Meeting adjourned at 9:15pm

Respectfully submitted:

Debbie Mocnik
Secretary