

Minutes of HOA Board Meeting, July 17, 2018
Meeting held at Clubhouse

Call to Order:

Meeting was called to order at 6:12pm by President, Harry Gordon. Board members in attendance were: Harry Gordon, Wayne Allen, Jeff Stava, Wade Richardson, Debbie Mocnik. Absent: Nicole Greer, Lanny Gridley. Also in attendance: Jan Farrimond of The HOA Group; Rusty Stecker (pool contractor); Michael Fellwock (resident).

Meeting Agenda:

Agenda approved as presented.

Approval of Minutes:

Minutes of June 26, 2018, meeting previously approved via email.

President's Report (Harry Gordon):

1. Management Contract - Harry noted that the contract with The HOA Management Group was signed and is effective for one year beginning July 1, 2018.
2. ByLaws and Covenant Revisions - Nicole and The HOA Group are working on drafting amendments to the ByLaws and Covenants. Once a draft is complete, they will present it to the Board.
3. Creek Erosion - Harry and Wayne performed a walk-thru of StoneBrooke's creek area with Councilor, Jeannie Cue, to point out how incoming water is eroding our creek beds and exposing tree roots. Jeannie agrees that SB should not have to suffer due to construction outside of SB that is causing the erosion. Discussed was how the construction of new neighborhoods directly north of SB will impact both the amount of water and the flow speed. Jeannie will help SB work with the City so that the impending construction will have minimal impact to SB.

Vice President's Report (Wayne Allen):

Security:

Michael Fellwock briefed the board on the status of the Alert Neighbor's program:

- coordinator training complete and booklets have been distributed to residents;
- communication tools between coordinator & captains has been set-up;
- FB communication ongoing with residents regarding the bulk purchasing of mailbox inserts;
- after discussion it was noted that Michael will work on a better telephone list for residents than what is in the alert neighbors booklet.

Grounds Manager's Report (Wayne Allen):

1. Bid of \$3600 received to remove large rotted tree and stump, three other stumps, and part of redbud tree. Jan will provide Wayne with names of other tree removal companies in order to obtain additional bids.
2. Lawnovations is scheduled to remove and replant some of the seasonal plantings on the north Elwood entrance.
3. In order to slow the erosion around the creek beds, the City has recommended that the area to the north of the covered bridge be left alone for a couple of years to allow for undergrowth in this area, and that the area to the south of the covered bridge be mowed less often and with mower blades raised high, to allow for the development of undergrowth in this area. Wayne will discuss these recommendations with Lawnovations.

4. The fountain on pond #1 is not working. Wayne is working with the company to determine if the fountain can be fixed, or will need to be replaced.
5. Wayne is waiting for Lawnovations to provide a bid for removal of the weeds growing in the various rock walls throughout the neighborhood.
6. Wade will give Bruce Gardner the go-ahead to do minor asphalt sealing at the 78th St entrance.
7. It was noted that the common area sidewalk near Elwood is cracking due to tree roots. Wayne will explore having the cracks repaired and sealing asphalt walking paths.

Treasurer's Report (Jeff Stava):

1. YTD spending is at 53% of budget. See attached financial report.
2. A review of our water bill shows that we potentially have a water leak somewhere on 81st St.
3. YTD unexpected maintenance costs included \$731 for Clubhouse A/C repair, and \$2,793 for fountain repair.
4. A developer who is selling a lot in Phase 4 has mailed a check for past due HOA dues, however, he is not wanting to pay incurred fines. Therefore Jeff has not cashed the check. Per the ByLaws, the lot will not be able to close until all dues and associated fines are paid in full.
5. Jeff will begin to transfer financial records to Jan of The HOA Group. Once this occurs, among other financial matters, Jan will begin to mail dunning letters to anyone in arrears on HOA dues.

Secretary's Report (Debbie Mocnik):

No actions to report since June meeting.

Social Committee Report (Debbie Mocnik):

There are presently no upcoming summer social committee activities.

Common Area Facilities Manager Report (Wade Richardson):

Pool & Clubhouse:

1. Pool contractor, Rusty Stecker, attended the meeting to advise the board of pool repairs that will be required by the Health Department, prior to the pool opening in 2019. After discussion by the board, a motion was made, seconded and unanimously approved to set aside \$20,000 for necessary pool repairs to include the replastering and retiling of the pool, new and upgraded motors, and other maintenance and accessories as necessary. Work will be coordinated by Wade with repairs being scheduled for Spring, 2019. Required by the Health Department will be: a) upgrade to VGB Drain System (approx. 4 at \$250 ea); b) replaster of entire pool, and either retile or plaster the shallow beach entry end (approx. \$15,000) It was noted that the surface underneath the tile may have to be worked on prior to this repair; c) new skimmers; d) new motors; 2.5 - 3 HP (approx. \$800 each); e) flo-meter should be fine as is.
2. Wade will keep a small supply of activated pool cards, and provide Jan with the remainder so that two cards may be included in each "Welcome to the Neighborhood" packet.
3. Discussed was a request from a resident for the pool to be reserved in addition to the clubhouse (either before or after the pool closes for the season), for an end of summer get-together. The board concluded that as with prior requests, the pool cannot be reserved for a private function, and that the pool will close as scheduled on the Tuesday following Labor Day. It was determined that Wade will inform the person asking for the exception of the board's decision.

4. Wade has discussed the fixing and painting of the dry rot on the west side of the clubhouse with Bruce. Bruce also will caulk clubhouse windows and install wall-mounted soap dispensers in both restrooms and kitchen.
5. Wade is in process of getting an estimate for an additional shade umbrella at the pool.
6. Interior of clubhouse and restrooms treated for pests.

Architectural Committee Chairman (Nicole Greer):

Nicole is working with Jan and will present a draft to the board of recommended ByLaw and Covenant revisions.

Assistant Treasurer and Website Manager's Report (Lanny Gridley):

No report at this time.

Old Business:

1. Nicole has original signed copy of contract between StoneBrooke and The HOA Group.
2. Street lighting (Jeff & Wade) - no update at this time
3. Playground (Jeff & Wayne) - no update at this time. Jeff will forward his documents on this to Wayne.
4. Chris Keys development along Elwood - Harry is waiting to hear from Wallace Engineering regarding the developments that Chris Key is planning on Elwood to the north of StoneBrooke. Developments in this area will affect SB in various ways, including water run-off and traffic both thru and around our neighborhood. See June 26, 2018 minutes for more detail.
5. Standardized Neighborhood Signage (Wade) - no update at this time.

Issues from The HOA Group (Jan Farrimond):

1. Within the next few days, Jan will be sending all StoneBrooke homeowners a letter announcing The HOA Group as the new management company.
2. Jan will work with Jeff to transition financials to her group.

New Business:

Discussion was held regarding Article 7.1.d of the ByLaws.

Critique of Meeting:

It was asked that there be an attempt to make the meetings shorter.

Next Board Meeting:

Tuesday, September 11, 2018. 6:00pm at Clubhouse.

Meeting Adjourned at 9:34pm.

Respectfully Submitted:

Debbie Mocnik
Secretary