

Minutes of HOA Board Meeting, March 14, 2018  
Meeting held at StoneBrooke Clubhouse

**Call to Order:**

Meeting was called to order at 6:42pm by President, Harry Gordon. Board members in attendance were: Harry Gordon, Wayne Allen, Debbie Mocnik, Todd Harrell, Chris Chenoweth, Jeff Stava, Aamon Ross.

**Meeting Agenda:**

Agenda approved as presented.

**Approval of Minutes:**

Minutes of February 13, 2018 board meeting had previously been approved via email.

**President's Report (Harry):**

Harry reiterated the major issues before the board in 2018.

- (1) Decision regarding the management of the HOA. He asked for discussion regarding the board moving into executive session to discuss this issue. It was decided that the board should always be transparent and only move into executive session when discussing personnel issues or contracts for work that would be performed by residents.
- (2) Methodology to address covenant violations and decision whether to pursue changes at annual HOA meeting is needed. Discussion can be found later in these minutes under "Old Business."

**Vice President's Report (Wayne):**

Security:

- (1) The new cameras are working well, with the exception of the north Elwood entrance which does not work as well at night, as noted in previous meeting minutes.
- (2) Approximately 18 people attended the Alert Neighbor's meeting on March 6. Wayne reported that the attending TPD officer showed that there is almost negligent crime in our neighborhood as compared to nearby areas. It was determined that the board will oversee this program with Wayne being the "point" man, and that Michael Fellwock will coordinate the program. Michael currently has 3-4 block captains signed up.

Handyman:

Hot water heaters are in process of being installed in both clubhouse bathrooms, as well as a new one for the clubhouse kitchen.

Other:

Wayne referenced an article from the *Tulsa World* regarding "Litter-On-A Stick" ordinance amendment, that now allows anyone to remove privately owned signs that have been illegally placed on public rights of way. Reference: *Tulsa World*, March 8, 2018. <https://bloximages.newyork1.vip.townnews.com/tulsaworld.com/content/tncms/assets/v3/eedition/3/6d/36db92d4-c5a5-5019-beb1-ac6c42708c32/5aa0b8cf346de.fullsize-img.jpg>

**Treasurer's Report (Todd):**

- (1) Dues collected to date are \$165,125. Approximately 20 houses have not yet paid.
- (2) There is approximately \$120,000 in the capital reserve fund.
- (3) Discussion regarding how to collect past due HOA dues. Options include placing liens on unpaid property; or letting dues, fines and interest accrue knowing the full amount will be

collected at such time as the house sells. It costs approximately \$110 to place a lien, and a cost to renew it each year.

**Secretary's Report (Debbie):**

The following occurred since the last board meeting: Wayne bought lunch for group of residents that were helping to install the Frisbee Golf Course; and purchased paint to touchup some areas in the clubhouse. Total \$58.95.

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

Social: Debbie reported that the annual neighborhood Easter Egg Hunt has been scheduled for Sunday, March 25.

Website: Nothing new to report.

**Grounds Manager Report (Jeff):**

- (1) Ponds have lots of algae and weeds. They are being treated aggressively by our pond contractor.
- (2) The pump on Pond #3 is broken. Jeff is pursuing whether to repair or replace.
- (3) The ivy on the 81st St. entrance brick walls is in process of being removed.
- (4) Phase 1 of the new Frisbee Golf course is 95% complete. Work was performed by neighborhood volunteers. \$3,600 originally approved for benches was removed from budgeted amount, pending a larger neighborhood review of benches. Therefore project came in under budget by approximately 20%.
- (5) Jeff has received PSO's initial plan for location of neighborhood light poles. It is possible that not all light poles were originally installed. Jeff will look into this further.
- (6) Motion was made, 2nd and unanimously approved to contract with Howell & Vancuren for up to \$5,000 to develop a detailed landscape plan/design for the common areas to include: three entrances, three cul-de-sacs, clubhouse, and bridge. The design will then be used to put the areas out to bid.
- (7) Discussion regarding that Lawnovations has been continuing to care for our common areas without a contract since 2013. A motion was made to agree to a 2018 contract increase of \$2,454, bringing the annual contract for same services as has been performed since 2013, to \$55,614. Motion was 2nd and unanimously approved.
- (8) Motion was made to have Lawnovations increase certain area mowing cycles and pre-emergent treatments, tree mulchings, pond rock wall treatments, and perform deep treat root fertilizations. After discussion, it was decided to table this motion pending other items still to be discussed, and the subsequent availability of funds.
- (9) Motion was made, 2nd and unanimously approved to spend up to \$17,000 from the Capital Reserve fund to bring the playground area up to safety standards. It has been noted that the playground has experienced significant settling which has contributed to the current level of safety mulch not covering footings and otherwise being insufficient.

**Pool and Clubhouse Manager's Report (Chris):**

- (1) Replacement paper towel holders have been installed in clubhouse bathrooms and new holder in clubhouse kitchen.
- (2) Basketball fence project has been completed on budget at \$6,085.
- (3) Chris recommends that we renew pool contract with Rusty Stecker LLC, for 2018.

**Architectural Committee Chairman (Aamon):**

- (1) New residents at 6701 W 77th PI had submitted their request for a second story buildout of the attic. It was noted from the HOA that no approval was needed if there were no exterior changes. However, upon completion of buildout it was noted that exterior changes were made, thus it was not in compliance with original plan. We will not pursue at this time.
- (2) It was noted that there are significant ruts on the common area by the basketball court where a car had slid down the embankment. Discussion regarding requiring that the homeowner make necessary repairs. Wayne noted that he will fix when he has time, rather than requiring neighbor to fix.

**Old Business:**

Motion made, 2nd and unanimously approved to move forward with Harry's proposal to make changes to the ByLaws which would allow the Board to assess penalties and assessments for non-compliance with ByLaws and Covenants. However, after discussion, the motion was rescinded due to the inability at this time to meet all ByLaw requirements regarding notice of meetings, since the change would need to be voted on by the Members (residents). A copy of proposed changes will be kept on file pending the possibility of a special meeting.

**New Business:**

- (1) Debbie summarized her and Harry's conversation with S. Welch of Finley-Cook, CPA's. While they would be qualified to perform the financial portion of our management functions at a reasonable cost, they are set up to perform the other management functions (covenant/common areas), that some board members are wanting.
- (2) Debbie presented a matrix summarizing the costs and duties previously presented to the board by the four management companies and Finley-Cook. After much discussion, a motion was made to hire The HOA Group represented by Jan Farrimond, as a full service management company to manage our property. Discussion included the time commitments by board members in order to adequately carry out all necessary functions involved in the day-to-day and long-term managing of the neighborhood, and the ability to pay for this service. Among means discussed as to how to pay was the potential performing of fewer projects, redirecting the monies that are currently being paid for 24-hour security patrol, and a potential \$50/household dues increase. No decision was made at this time as to the funding. After additional discussion, the motion was amended to enter into negotiations with J. Farrimond before entering into a contract. The motion was 2nd and brought to a vote with five voting to support and one voting against. One member had to leave meeting prior to vote. President Gordon appointed himself, Jeff Stava and Todd Harrell to meet with Farrimond and begin negotiations.

**Next Meeting:**

Date not set.

**Meeting adjourned** at 10:15pm.

Respectfully submitted,

Debbie Mocnik  
Secretary

