

**Stonebrooke HOA Board Meeting Minutes**  
**Thursday June 26, 2014**  
**Stonebrooke Clubhouse**

Meeting commenced at 6:08 pm. Called to Order by Harry Gordon. Quorum met. Board Members in Attendance: Hunter Mattocks, Harry Gordon, Glen Mulready, Grant Oden, Jeff Stava, Debbie Mocnik, Jeff Fulco

- I. **Call to Order** by Harry Gordon (President 2014-15) at 6:08 pm.
- II. All board members acknowledged review of the May, 2014 HOA Meeting Minutes. Motion to approve by Grant Oden, second-Hunter Mattocks. Jeff Stava and Debbie Mocnik abstained since they were not present at the May Meeting. Approved by all other Board members.
- III. **HOA Board Officer Reports:**
  - President: (Harry Gordon):

Report on Planning Commission Meeting (see attachment). Meeting concerned a Planning Hearing regarding an amendment to modify the landscaping and screening requirements for the land being developed on the southeast corner of HW 75 and 81<sup>st</sup> Street. HOA was concerned about additional water coming into our existing ponds. Glen, Debbie, and Harry attended the meeting and discussed their concerns with Planning Commission (see attached discussion). After the meeting, we received a card from Mr. Doug Duke, (Senior Engineer-City Development Services). Jeff Stava recommended that we send a letter to the City Engineer and the city relating our concerns in planning their future designs. Harry will send a letter to the developer and the city and Jeannie Cue. (City Council women for our area). Also, some discussion about future flooding, sediment, etc coming to the neighborhood. Jeff Stava will talk to the Stormwater group for the city to get them involved in the future planning related to our neighborhood. Ditches still not completely cleared but should be finishing under the bridges today and rock will be placed directly thereafter under the bridge.
  - Vice-President: (Hunter Mattocks):
    1. Clean up day had great turn out with at least 20 adults and 10 children. Worked on the Green Belt area and the ponds-filled 2 trucks provided by Bruce Gardner- special thanks to Mr. Gardner on his truck donation and taking care of the debris. Mr. Gardner has been providing fill dirt from one of his lots for sink holes and washing of some creek areas. Future plans are to have 3 clean up days in the spring, summer, and fall.
    2. Neighborhood Garage Sale: Nice turnout of people but leftover garage sale items were left unattended at drop off site because truck was late to pick them up. People were stealing items at the site but Grant Oden saw what was happening and threatened to call the police and they dispersed.
    3. Neighborhood Party: Big hit with the neighborhood-approximately 100 people showed up. Music was good and was funded by donations from

several board members. One issue was the amount of trash left behind at the pool area which is a problem for pool man. May need people to help out on trash pickup and possibly have porta-potty. A request was made for July 26<sup>th</sup> for another get together-The neighbors putting this together would like donations. This is not a Stonebrooke HOA sponsored event due to liability issues. The next event may possibly have a band near the greenbelt.

4. Handyman Update: Bridge trip hazard between Ponds 3 & 4 has been resolved. Materials to fix this was free and labor at 4 hours for \$20/hour. Handyman is being used on a trial basis for now to see how things work out but he is very capable-doing fine. He has put a chain and pad lock on the gate to the Reserve area near the pond. A Crossbar support will be put on the gate since it sags and will not close properly! Gate needs to be locked for now but the combination will be given to Lawnovations.
5. Additional Bridge Work: Phase 3 Pedestrian Bridge, 81<sup>st</sup> Street Bridge, and other Pedestrian bridge need some repair to the hand railing which have larger gaps and were just toe-nailed in. Costs should not exceed \$1200 for the total including materials and labor to fix them and was approved as part of our budget using the Handyman's labor fees for the past several months at \$300/month which were not used. Hunter will review the preliminary job plans before work is done. Hunter will be our Handyman contact for all future work in the subdivision.
- Treasurer's Report (Jeff Stava): see attachment
  1. Discussed all expenses and the comparison to last year. Electricity was much less considering several fountain pumps were not working but is increasing due to the clubhouse being open and all but one pump is now running. Water bills are climbing and we are investigating the \$822.19 bill on the 701 W 81<sup>st</sup> station. Pool water bill is up as witnessed by the 7818 S. Indian Avenue station. Jeff S. will check on water being used during the day and will ask that certain stations be cut in half on the water usage. All other expenses are standard. Board reviewed expenses to date for 2013 vs 2014 (\$56K vs \$79K) and recognized that it was promised to put \$10,000 in reserve and that budgeted projects would be finished (dues increase basis). Jeff recommended to put \$41K in rainy day fund. Remaining funds from \$178K minus forecasted \$109K ie \$69K could be used for projects. Discussed projects on the table which have been completed and not yet resolved. Lawnovations may need to mow more often in the common area east of Pond 1 -may need this in the contract. Pond maintenance is underway by Ponds RX- this year will pay \$3K total for 5 month contract. LED lights on south side entrance may not be working. Landscape refreshing of entrances and cul-de-sac's was discussed. Lawnovations has pulled out grass on 77<sup>th</sup> & 78<sup>th</sup> entrances. We allocated \$10K to the entrances before but \$8K was spent on LED lighting. Will review entrance refreshing in the

near future. Much discussion on future issues due to the age of pool, clubhouse, etc

Jeff Stava recommended to open a Savings Acct for a Cash Reserve and made a motion to put \$61,463.07 in this reserve for projects etc. Hunter seconded the motion and the HOA Board voted yes unanimously.

- Secretary (Jeff Fulco):

Discussed minutes of the meetings and that all attachments will be included as part of the minutes. In addition, all email approved items will be included in the minutes. Future meeting dates were discussed. Tentatively Thursday, August 14; Thursday, October 16<sup>th</sup> and Tuesday, December 16<sup>th</sup> at 6:00 pm have been set. I will send an email to the board members confirming these dates. Will use pdf's for Debbie to add the meeting minutes and attachments to the webpage.

- Grounds Liaison (Glen Mulready):

Discussion about the ponds and that Ponds RX have been contracted to clean ponds. Algae comes up after the weeds die off as a result of the decaying weeds. Ponds RX can color dye ponds or not-most people like the color.

Discussion about Lawnovations and mowing near pool and that the area where homeowner near ditch across from the pool used the area to do construction in the back yard is responsible for getting the grass back growing again. A bid was made to refresh the entrances which totaled \$24K for all three entrances. Glen would like to refresh the entrances for less than \$10K total for all three entrances. Some recommendations by HOA was to get the Ivy cut down and get the dead grass cleaned up. Discussion about making sure all three entrances have equal priority. In addition, dirt had gone thru the silt fences and entered the ponds-city made contractors responsible to remove the dirt. Some discussion about getting grass cut on certain empty lots by owner. Some trees are close to dying near ponds 3 & 4.

- Website Liaison (Debbie Mocknik):

External links that were not working, annual dues amount and Board members names and email addresses, have been updated. Will add each Board members position, and/or what they are responsible for. Discussion of where/who internal links go to. Pool key requests go to Randy Branstetter and will continue. Discussion on who is responsible for Clubhouse reservations (Ashli Rogers). Discussion regarding the HOA Letter that goes to closing companies, as well discussion regarding a letter from the president of the HOA welcoming new residents to the neighborhood and capturing contact information; and if these should be the same document or two separate. The website link for the HOA letter goes to Randy B. This should continue with Jeff Stava (Treasurer), receiving a copy of the

request. Debbie will work on this as well as identifying additional links embedded in the website.

Discussion about website development and both the internal and external security. Debbie has not been able to determine who set up the current website security questions/answers. She will further look into this. Externally, It was determined that community activities will be put on the website, but with caution as the information provided is then available to non-residents. The community Facebook page will be used for the particulars of these activities.

There was discussion about the keeping of records of companies/contractors/etc. that have been used in the development of Stonebrooke, as the HOA has shifted from developer to member. The community Facebook page is handled by Anna Rath. A motion was made, seconded, and approved by all to furnish Anna with a confidential list of homeowner last names and addresses, to be used in accepting or denying membership to the Stonebrooke FB page.

- Pool/Bridge/Fountain Liaison (Grant Oden):
  1. Pool was inspected-\$100 recertification permit complete. Pool maintenance man is keeping a log book, all looks ok, observed that may need more trash containers. Certain issues with pool may need notification signs-most all human excrements are not necessary to close pool but diarrhea needs a notification sign. Handyman will get trash by basketball court but he needs a pool key.
  2. Bridges: vehicle bridge done-optional dark stain on bridge to be used this year or next year- will look at getting estimate for stain. Report was made and documented on the bridge. Roof does not leak; excellent ventilation has helped bridge remain intact-all good structurally.
  3. Fountains: fixed, new handyman can handle pumps. Pump 1 working now and anchored to shore. Under warranty for another year on that pump. Pump 4-cable integrity was problem, bit on by animal under the water, needs replacing and reinforcing, needs a protective barrier for cable. Estimate \$5585 for SS armored cable run in conduit/cut sidewalk/trench by Lawnovations. May get with Ponds RX for another bid. Handyman may help do the trenching. Two weeks after approval should be complete. Jeff Fulco made a motion to commence work but not to exceed \$6000. Hunter –second on motion and all approved.

**IV. Old Business:**

- a. On agenda old business A, B, C, D, & E have been discussed. Randy Branstetter will continue to be an advisor to the Board and will be invited to meetings. On the website as the Pool Key contact person.

**V. New Business:**

- a. Votes taken since last meeting were reviewed.
- b. Handyman will handle fountain maintenance then Russ Deberry for fountain.

- c. Architecture proposal for pergola at homeowner was approved by all.
- d. Neighborhood events: June 26 is garage sale. July 4 is neighborhood event near bridge. HOA Board decided that events should not be sanctioned by the Board but the committee should propose events for the future such as Halloween and Easter. This will be a sub-committee by the neighbors
- e. Pool furniture: Debbie will get a quote for additional chairs and tables.
- f. Playground rubber chips will be tabled for now. Original costs estimated at \$7500 for chips to be 6" deep and \$500 to install. May review for next year.
- g. Stormwater drainage -Harry will send letter.
- h. Stump removal-Glen will handle.
- i. Mowing between houses and ponds on west end of reserve-Glen.
- j. All board members are fine with their positions and responsibilities.
- k. Emails will be handled by the President of the Board.
- l. Handyman allocated up to \$300/month for labor. Other materials such as lights etc will be reimbursed.
- m. In the future, there will be more discussion on the Pond 4 and possible silt fencing and storm water maintenance.

Meeting adjourned at 9:40 pm. Motion by Jeff Fulco, Grant Oden-second and all were in favor. Next meeting set for Thursday, August 14 at 6:00 pm at clubhouse. Meeting will be set by email.