

Minutes of HOA Board Meeting, August 10, 2021
Meeting held at Stonebrooke Clubhouse

Call to order: 6:37 pm

The meeting was called to order at 6:37 pm by the president KaDe Buxton. Board members in attendance were: KaDe Buxton, Wade Richardson, Michael Fellwock, Chris Major, Doug Carner, Sandra Scharf, and Holly Upthegrove. Curtis Henley of Green Country HOA Management was also in attendance. There were no guests.

Green Country's Report:

- Wade, Chris, Doug, and Curtis met and talked about the neighborhood wall assessment report and repairs that need to be made; initial bids for repairs were received.
- Curtis told Loan Star what he wanted changes in the Reserve study: Lone Star explained why they couldn't make all of the requested changes.
- The sprinkler times were changed to 4 am.
- Some of the pool light timers are broken and more research is needed to figure out what exactly the problem is.
- A new clock was installed in the pool area.
- Preliminary bids have been received for repairs on the bridges.
- Turnpro cleaned out weeds along the pond walls.
- Trash was cleaned out of the fountains.
- Tree clean up complete and quotes on stump grinding are being reviewed. There are still two trees that might need to be removed but they do not pose any danger to anyone.
- Dog trash bags need to be filled up. Holly received the key to the dog station.
- Major mess in the bathroom was cleaned (clogged toilets).
- Two signs by the covered bridge were vandalized plus a neighborhood sign by the covered bridge and by pond 2. Wade will send Curtis the address of the company from where the new signs can be ordered.
- Green Country has received complaints about the mat between the bathrooms and the clubhouse because it doesn't stay together. The board talked about options to resurface it (replacing the mat or putting an anti-slip finish on it) and the bathroom floors and will look into further options.

Vice-President's report:

Reserve analysis:

- Wade, Holly, Curtis and Doug or Chris will meet and go over the reserve study to discuss the reserve funds. Wade found that the reserve fund takes into account too many small items when it should only cover for large items.
- The costs for the fence repairs in the reserve analysis are inflated because they quote replacement instead of repairs. The costs should be budgeted at 200\$ per linear foot for repairs.

- The biggest item pricewise in the study is the wall.

Pedestrian bridge at 81st St. neighborhood entrance:

The pedestrian bridge gets impacted by storm runoff water. The board takes the view that Stonebrooke should not be responsible for repairs to the bridge since the bridge is on a City of Tulsa sidewalk and Stonebrooke only has a right-of-way. The city is of the opinion that Stonebrooke is responsible because they built it. There will be a meeting with the City of Tulsa to discuss who is responsible for the bridge. A compromise could be to get the city to take on the construction of a storm structure which will withhold the runoff water, and Stonebrooke paying for the required material.

Ongoing issue - Hole under sidewalk on 81st St.:

At the end of the sidewalk on 81st is a huge hole under the city sidewalk. The city has been notified about the issue a long time ago. There's a Stonebrooke irrigation head in the bottom of the hole but after listening to expert opinions the board takes the position that the hole is not resulting from the sprinkler head. Further investigation might be needed to get the city to fill the hole.

Report of the Architectural Committee:

Signs in the front yards (other than for sale signs) are generally not allowed unless approved by the Architectural Committee. KaDe and Sandra will work on a letter to the residents to let them know that signs need to be approved by AC or taken down.

Some houses in the neighborhood are missing foundation landscaping which is required by the bylaws. The board discussed whether foundation landscaping was required also on the sides of the houses that are visible from the road. They came to the conclusion that the bylaws only require foundation landscaping in the front of the houses.

Sandra will send out a document to the board members listing all the covenants that board members need to watch out for and report to the Architectural Committee.

The board decided to send out another letter to a resident to replace their grass in the front yard. Action needs to be taken within 15 days. Usually after mid September the new grass won't be able to take root.

The board discussed establishing regulations for fines. Sandra will make a catalogue with set fines and bring them to the next board meeting for approval.

The board discussed roof colors and how to deal with the situation of varying shingles. The board decided that the Architectural Committee will look at shingles that could be considered equivalent. The AC will then bring it to the board for a decision.

President's Report:

The strip of land between Sams and Stonebrooke is in bad shape. It is owned by a company in TX. The board needs to decide whether it wants to clear it. Green Country is looking into quotes.

Social Committee Report:

The board discussed welcome baskets for new residents. Michael mentioned that bakeries will put a welcome basket together. Michael will do some more research on it.

Treasurer Report:

A lot of \$10 amounts for pool cards have not been paid. The board talked about reminding those residents regularly to pay up. Other than that only two residents are delinquent with dues. Michael made a motion to continue all legal actions in respect to all past due annual HOA dues with respect to these two residents. The board decided to vote on the matter at a later point.

Holly needs verification for the Lawnovation invoices from Green Country. Holly would like GC to divide the landscaping into separate categories on the P&L report for transparency, especially big items.

Holly mentioned that checks that are recurring every month like the management fee to Green Country or the landscaping fee to Lawnovation should be paid with a separate check from other invoices/expenses to make it easier to track. Holly will discuss further with GC.

Buildings / Grounds Report:

Doug reported that city dumpsters are still hard to get for the neighborhood clean up. Private dumpsters would be too expensive. Doug will try to get one city dumpster for September 18th or 25th. The date for the clean up day will be decided depending on when the dumpster is available.

Pool / Clubhouse Report:

Last year the board decided to extend the pool season but had to close earlier than expected because it suddenly cooled down. The board will decide about extending the pool season this year closer to closing date.

Next board meeting: The next board meeting will be at 6:30 pm, September 14th, 2021, at the clubhouse.

Meeting adjourned: The meeting was adjourned at 9 pm.

Sandra Scharf, HOA Secretary