

NORTHBROOKE HOA BOARD OF DIRECTORS

JULY 13, 2024, 10 AM

MINUTES

ATTENDANCE

X	Chris Satterfield, President		Joe Perez, Vice President
X	Marsha Bennett, Secretary	X	Riley Bair, Treasurer
X	Angela Carter		

CALL MEETING TO ORDER – The meeting was called to order at 10 AM

APPROVAL OF BOARD MINUTES – The June 10 minutes were approved as submitted.

TREASURER’S REPORT

- Financial Reports – The complete financial reports were not available due to a problem with access to the Owner Web Access database. Current Assets are \$77,152.52 which is \$5,517.93 less than May 31, 2024. The complete June financial reports will be emailed to the Board when available.
- Delinquency Report – Dues payments have not been coming in as hoped. As of April 30, 43 homes had not paid. As of May 31, 40 homes were delinquent, and as of June 30, 38 homes had not paid for a total delinquent amount of \$15,232. Of this amount, 4 homes were over \$1,000 past due, 3 had not paid 2023 dues and the remaining 31 were delinquent for this year only. If we cannot get full payment, we will have to reduce our budget or increase dues. Chris is going to put a notice in Facebook regarding this challenge.

OLD BUSINESS

- 2024 Goals - Incomplete
 - Rockwell Fence – This project delayed until the cost of removing the blockage around NW 157th Terrace is verified.
 - Native Grass along Rockwell – This project delayed until the cost of removing the blockage around NW 157th Terrace is verified. Due to additional input, we are also going to determine if grass or other plants would be best in the current “landscape beds”.
 - CCR and Bylaws Revisions – No report.
- Violation Management – No new violations noted.
- Architectural Design – No new architectural design requests were identified.
- Common Area Projects
 - Lighting Entrances – Angela Carter is working to determine the cost of installing and paying for monthly electrical service for streetlights at our two Rockwell entrances.
 - Landscaping – Notes from the walk-through meeting have been forwarded to the Board. The primary focus was work to be done as soon as possible on the common areas on the west side of the neighborhood along Rockwell, 155th Terrace, 157th Terrace and the wetlands.
 - Water Management/Pond – CSolutions is to verify with the water management company that any overgrowth in the pond has been killed.
 - Tree and Bush Maintenance – Chris is checking into a contact who might be able to assist with cutting down dead trees and dead branches. The landscaper is looking into removing dead bushes.

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- Wetlands –We are continuing to investigate getting bids to take care of the obstruction at 157th Terrace. Chris believes that multiple parties are responsible for the drainage problem and should assist in this project in some way. We question how the developer obtained city permits for the initial drainage plan and how the school district obtained permits for their expansion which pushed even more water through our neighborhood. Riley identified a government agency which might be able to provide some direction and assistance to us in finding companies to who would place bids going forward. He offered to move forward on this project.
- Section Representatives - Marsha plans to contact possible representatives this month.
- Neighbors' Night Out – This Neighborhood Alliance event is scheduled for Tuesday, September 10, with registration required by August 25. Riley is going to take the lead on this event.
- HOA Laptop -Riley and Chris are going to work together to obtain and set up a laptop for the HOA.

NEW BUSINESS

- Broken Fence – Marsha reported a broken fence near the pond.
- Meeting with CSolutions –Marsha and Angela Garcia met on June 4. Minutes were forwarded to the Board. It was suggested that Angela Garcia be invited to our next Board meeting.
- Topics for a meeting or conversation with Sonador/Montague – Marsha was asked to contact the Sonador/Montague Board President to ask about their Rockwell fencing, if they have drainage problems with their wetland areas, who they have contracted with for HOA services, and if they have any suggestions for us.
- Membership Meeting, Northwest Library – We plan to have a membership meeting in the end of September.
- Neighborhood Decorations – Chris asked, since we can't have holiday lights, that we think about holiday decorations around the entrances such as flags, signage, or seasonal decorations. The Deer Creek neighborhoods have a Yard of the Month. We will discuss this further next month.
- Facebook – Chris would like to close off the current neighborhood Facebook site which is open to individuals who do not live in Northbrooke and open a new site for Northbrooke residents only. The group approved of this change.
- Next Meeting – The next meeting is tentatively scheduled for Monday, August 5, at 6PM

ADJOURNMENT – The meeting was adjourned at 8PM.