

NORTHBROOKE HOA BOARD OF DIRECTORS

MAY 4, 2024, 10 AM

MINUTES

ATTENDANCE

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

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

APPROVAL OF BOARD MINUTES – The April 6, 2024 minutes were approved as submitted.

TREASURER’S REPORT

- Financial Reports – The April 2024 Financial Reports were forwarded to all Board Members. YTD net income is \$74,371. Total assets as of April 30, 2024 were \$91,350.30.
- Project Funding - Based on the December 31, 2023 Balance Sheet which totaled approximately \$29,000 including net income \$10,000 over Budget and the 2024 Budget which included approximately \$12,500 in project funds, we have approximately \$22,500 to utilize for projects this year without additional funding from owners.
- Delinquency Report - As of April 4, 83% of dues have been paid with only 52 homes left to pay. Our first Late Dues Notice went out on March 1 with Late Fees to be assessed on March 15.

OLD BUSINESS

- 2024 Goals
 - Lighted Entrance Signs – The electric signs are finished. Chris is looking into solar and reflective lighting for the entrance islands. Angela Carter is going to investigate the possibility of placing streetlights on the entrance islands.
 - Playground Mulch – The mulch is placed but we reported dissatisfaction with mulch covering the grass and damaging grass due to wet ground during the installation. It was remedied.
 - Rockwell Fence – We have not yet heard back from Matt Winton on how we should manage the cost of the Rockwell fence.
 - Native Grass – Rockwell – We are waiting to determine how to manage the cost of the grass along Rockwell.
 - CCR and Bylaws Revisions – No report.
- Violation Management – Angela Carter, Angela Garcia, and Cathy Wooten are beginning to manage the violations. Owners have been notified about the blue shed on NW 155th Terrace, the birds on NW 155th Street, and the chipped paint on NW 155th Street. It appears that the previous problem with a parked car on NW 154th Street has been resolved. It was agreed that commercial vehicles cannot be parked in the street.
- Architectural Design – No report.
- Common Area Projects
 - Landscaping – The landscapers are prepared to proceed with sodding the entrance mounds for a cost of \$840.

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- Water Management/Pond – Angela Garcia provided contact information for our pond company. She indicated that they should manage the obstruction problem. Chris is concerned that this will be an ongoing problem if we do not work with Sonador/Montague. We need to make contact with their HOA.
- Rockwell Island Landscaping – We are waiting for budgeting the native grasses and cutting down the trees and current bushes.
- Rockwell Entrance Landscaping – On hold until projects are budgeted.
- Tree and Bush Maintenance – We are looking for a company to cut down trees, cut off branches and haul off debris.
- Wetlands – The landscapers are going to start reducing the size of the wetlands and maintaining it at about 2 feet from the usual water line.
- Section Representatives – Marsha will proceed with this project as time allows.
- Leased Lot Registration Form and Process – Marsha continues to work on a written process with Angela Garcia.

NEW BUSINESS

- Meeting with CSolutions – Another meeting will be scheduled with CSolutions to work on identifying how they are carrying out their contract.
- Membership Meeting, Northwest Library – No date has been set. The agenda will include: No soliciting, updates, finding vendors to share.

ADJOURNMENT – The meeting was adjourned at 12 noon.

Marsha Bennett

Secretary, Northbrooke HOA