

NORTHBROOKE HOA BOARD OF DIRECTORS

JUNE 27, 2025, 5:30 PM

MINUTES

ATTENDANCE

X	Chris Satterfield, President	X	Angela Carter -Member at Large
X	Marsha Bennett, Secretary		Calvin Tuck – Member at Large
X	Riley Bair, Treasurer		Angela Garcia – CSolutions Representative

CALL MEETING TO ORDER – The meeting was called to order at 5:30 PM.

APPROVAL OF BOARD MINUTES – The minutes of the May 3, 2025 Board meeting were approved as submitted.

TREASURER’S REPORT

- Financial Reports – At the end of May, Current Assets were \$57,032. Net Income for the month was \$2,510 and Year to Date was \$16,271.
- Delinquency Report – The Delinquency Report as of May 31 continues to show 11 residents who have not yet paid dues for 2024 or before. Overall, 61 residents or 19.81% have not paid for 2025 leaving the delinquent amount at \$25,180.
- Collections Contract – Angela Garcia is tasked to bring a contract to Chris and Riley to review and, If the pricing is acceptable, to sign as soon as possible.

OLD BUSINESS

- Common Area Projects
 - Obstruction Removal, Monitoring and Management – Chris and Angela Carter contacted companies to identify one we could hire to remove the beavers who have rebuilt a dam off 157th Terrace. The Board decided to contract with Humane Wildlife. Jason Nelson is the contact. Angela Carter is tasked to obtain a contract and forward it to Angela Garcia and Chris. Once Chris approves the pricing and signs it, he will turn it over to Angela Garcia to finalize and implement.
 - Wetlands Brush Removal and Maintenance - Angela Garcia has been monitoring this project. The Board is not satisfied with the landscaper’s progress. They recognize that there has been rain, however, if he had started the project when agreed, the ground would have been dry, and the project could have begun without delay.
 - Pre-emergent Refund – Angela Garcia reported that the landscaper was willing to give the Board a \$710 discount because the pre-emergent was not spread on time. Since the annual price of this service is \$1,500, the Board wants a \$750 discount.
 - Rockwell/Entry Landscaping – The contract with Keathly Landscaping for the entry landscaping has been signed for \$4,913.16. Angela Garcia should arrange to have the project started as soon as possible.
 - Dim Neighborhood Lighting – The Board discussed that placement of lighting in the neighborhood is at every intersection. Since the neighborhood does not seem to have had vandalism that was not a crime of opportunity and neighbors can turn on their porch lights, the Board will not look to take any action at this time.

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- Other Projects
 - Councilman Mark Stonecipher / Water Management – Riley is going to reach out again to the Councilman's Office for assistance with water management due to the initial and subsequent construction at Spring Creek School.
 - Website – Angela Carter is going to draft an update to the cover page on our website.
 - Section Representative Program – No report. Calvin was unable to attend.
 - Owners' Meeting Location – Marsha will again attempt to connect with individuals at Frances Tuttle to secure a space for Owners' meetings.
 - Soccer Nets – Chris will install the new soccer nets soon.
 - Owner Web Access – Angela Garcia and Marsha are looking to identify additional reports that might benefit HOA management.
- Gifts from Ozzy – Gifts from Ozzy to CSolutions were turned over to Marsha to keep until they are used as giveaways at the Neighbors' Night Out Event in the fall.

NEW BUSINESS

- Violations/Tree Letter – Angela Garcia emailed a letter last month encouraging homeowners to take down dead trees and T-posts.
- Fence Damage – Riley will contact APEX Fence to find the most cost-effective time of the year to have the Rockwell fence repaired. It is in the budget to be repaired in 2026.
- Communication – Chris sent a message to neighbors on Facebook about unpaid dues, the beaver situation, trees and the Rockwell fence.

ADJOURNMENT – The meeting was adjourned at 6:30 PM.