

Oakbrook 7th Addition Board Meeting Minutes

Wednesday, 29 Jan, 2025 – Adriatic at Oakbrook

- **Board Members:**

- **President:** Kent Troy
- **Vice President:** Open
- **Treasurer/Architectural Control & Covenant Enforcement:** Jim Hall
- **Secretary:** Kent Troy (Interim)
- **Clean up Coordinator:** Kent Troy (Interim)
- **National Night Out:** Heidi Basford
- **Newsletter Editor:** Todd Mason
- **Social Media:** Elizabeth Foster
- **Welcoming Committee:** Heidi Basford
- **Membership:** Vacant
- **Safety & Security:** Vacant

Approval of minutes: The minutes from the 19 Nov 2024 board meeting minutes were reviewed and approved and will be posted to the website.

- **Reports:**

Presidents Report:

- 1) The 7th Addition HOA is a viable organization with the intent to maintain a pleasant neighborhood.
- 2) The board is always seeking volunteers for board members or for events
- 3) The president thanked those volunteers for 2024
- 4) The president provided the Annual Plan for 2025 with a proposed budget

Treasurers Report:

- 1) The treasurer reported the treasury amount as of 31 Dec 2024 is \$14,967.55.
- 2) The treasurer provided a roll up for 2024

Newsletter: Fall newsletter went out in Oct announcing this general membership meeting and a proposal to recoup damages for violations of CCRs and late dues payments

Newcomer Welcome: Nothing to report

Social Media: Website and Fb are up to date and maintained on a regular basis

CCR Committee: Noted that there are currently reported violations of the CCRs, although the board is waiting for a determination as to how to proceed with damages.

Reoccurring Events:

Adopt a Street is completed once a quarter (at a minimum) and the next one will be on 8 Feb at 9:00 AM. Meet in the park

Clean up on 9 Nov. Jim and Todd managed the Fall Clean Up. The bin was full by 12:15. Next will be Spring Clean Up on 12 April

NNOAC – Overall comments were favorable. Next year will continue to include 4th and 7a Additions.

Old Business: N/A

New Business:

1) There were no new nominations for board members, although Todd Mason has asked to resign his permanent position on the board and will continue to volunteer as he is available. There was a motion to have the existing board members continue for another year. Motion was seconded and passed. Congratulations.

2) A motion was made to establish a method to impose fines for violations of the CCRs. Motion as indicated below was seconded and passed.

If a home owner is found in violation of a CCR, the following process will be followed:

1st notification: A return receipt letter will be sent to the homeowner outlining the CCR in violation and possible future steps the HOA board may take. This letter stipulates the Section in violation and a notice of 30 days to correct the violation. Homeowner may reply in writing with a request for extension to the 30 days.

2nd notification: A return receipt letter will be sent to the homeowner outlining that they have failed to comply and are still in violation of the specified CCR and that a fine has been levied on the homeowner in the amount of \$50 and there will be a late penalty of \$10 per month for 6 months.

If after 6 months have passed and the homeowner has not corrected the violation and has not paid the fine, the HOA Board will file a small claim with Pierce County against the homeowner. The claim will be for any unpaid fines as well as any unpaid dues for the previous five years as well as court costs specified by Pierce County Court. Additionally, a lien may be levied against the homeowner.

Implementation would be 1 Jan 2026.

3) A motion was also made, seconded and passed for late fees for annual dues. Beginning on the day of the Spring Clean up the late fee of \$10 would be assessed for the remainder of the year. This would go into effect in 2025.

- **Next Meeting Details:** HOA Board Meeting will be 11 Mar 2025 at 6:30 PM. Location TBD

Thank you

Kent Troy

Acting Secretary

Oakbrook 7th Addition Homeowners Association
2025 Annual Plan

January 29th, 6:30 PM - HOA General Membership Meeting @ Adriatic

Feb 8th, 9:00 AM – Adopt a Street Clean Up. Meet at Oakbrook Park

March 11th, 6:30 PM - HOA Board Meeting @ _____

April 12th, 10:00 AM - HOA Spring Clean Up

April ____ - Park Appreciation Day

May 14th, 6:30 PM – HOA Board meeting @ _____

June 14th, 9:00 AM – Adopt a Street Clean Up. Meet at Oakbrook Park

July 9th 6:30 PM – HOA Board meeting @ _____

August 5th, 5:00 – 7:00 PM- National Night Out @ Oakbrook Park

September 10th 6:30 PM – HOA Board meeting @ _____

September 13th - 9:00 AM – Adopt a Street Clean Up. Meet at Oakbrook Park

November 8th - 9:00 AM – Adopt a Street Clean Up. Meet at Oakbrook Park

November 8th, 10:00 AM - Fall Clean Up @ Oakbrook Park

November 12th, 6:30 PM – HOA Board meeting

2024 Budget Roll up

<i>Date</i>	<i>Event/Activity</i>	<i>Proposed</i>	<i>Paid</i>	<i>Received</i>	<i>Delta</i>	<i>Remarks</i>
			EXPENSES			
Jan	Annual Filing Fee	\$20.00	\$20.00		\$-	
Apr	Spring Clean up	\$1,000.00	\$943.27		\$56.73	
Apr	Web Site Fee	\$50.00			\$50.00	
Jul	Web Site Software					
Aug	National Night Out	\$1,600.00	\$2,400.07	\$850.00	\$(800.07)	
Sep	Post box rental	\$200.00	\$200.00		\$-	
Nov	Fall Clean up	\$1,000.00	\$1,093.28		\$(93.28)	
	Certified Letter Mailings	\$100.00			\$100.00	
	Admin Expenses	\$150.00			\$150.00	
	Legal Fees	\$-			\$-	
	Newsletters	\$1,000.00			\$1,000.00	
	Gift Cards (Prizes)	\$200.00			\$200.00	
	Unexpected	\$115.00			\$115.00	
Dec	Annual Filing Fee	\$20.00	\$20.00		\$-	For 2025
	TOTAL EXPENSES	\$5,435.00	\$4,656.62		\$778.38	

INCOME

	Memberships Dues	\$5,500.00				
Jan	Dues and donations			\$60.00	\$-	
Feb	Dues and donations				\$-	
Mar	Dues and donations				\$-	
Apr	Dues and donations				\$-	
May	Dues and donations			\$2,229.18	\$-	
Jun	Dues and donations			\$150.00	\$-	
Jul	Dues and donations				\$-	
Aug	Dues and donations				\$-	
Sep	Dues and donations			\$240.00	\$-	
Oct	Dues and donations			\$210.00	\$-	
Nov	Dues and donations			\$1,454.48	\$-	
Dec	Dues and donations			\$600.00		
	TOTAL INCOME	\$5,500.00		\$4,943.66	\$(556.34)	

SUMMARY

Beginning Balance:	\$13,234.05	
Expenses:	\$4,656.62	
Credits:	\$4,943.66	
Ending Balance:	\$13,521.09	\$287.04

2025 Budget

<i>Date</i>	<i>Event/Activity</i>	<i>Proposed</i>	<i>Paid</i>	<i>Received</i>	<i>Delta</i>	<i>Remarks</i>
			EXPENSES			
Jan	Annual Filing Fee	\$20.00			\$20.00	
Apr	Spring Clean up	\$1,000.00			\$1,000.00	
Apr	Web Site Fee	\$50.00			\$50.00	
Jul	Web Site Software					
Aug	National Night Out	\$1,600.00			\$1,600.00	
Sep	Post box rental	\$200.00			\$200.00	
Nov	Fall Clean up	\$1,000.00			\$1,000.00	
	Certified Letter Mailings	\$100.00			\$100.00	
	Admin Expenses	\$150.00			\$150.00	
	Legal Fees	\$-			\$-	
	Newsletters (3)	\$1,200.00			\$1,200.00	
	Gift Cards (Prizes)	\$200.00			\$200.00	
	Unexpected				\$-	
	TOTAL EXPENSES	\$5,520.00	\$-		\$5,520.00	
			INCOME			
	Memberships Dues	\$5,500.00		\$-	\$(5,500.00)	
Jan	Dues and donations				\$-	
Feb	Dues and donations				\$-	
Mar	Dues and donations				\$-	
Apr	Dues and donations				\$-	
May	Dues and donations				\$-	
Jun	Dues and donations				\$-	
Jul	Dues and donations				\$-	
Aug	Dues and donations				\$-	
Sep	Dues and donations				\$-	
Oct	Dues and donations				\$-	
Nov	Dues and donations				\$-	
Dec	Dues and donations				\$-	
	TOTAL INCOME	\$5,500.00		\$-	\$(5,500.00)	

SUMMARY

Beginning Balance: \$13,234.05
 Expenses: \$-
 Credits: \$-
 Ending Balance: \$13,234.05