Sonoma Lake
Home Owners Association

Meeting Minutes

3/24/2026

Open meeting with BOD & H/O

Total H/O: 21 signed attendance sheet plus some spouses. Mtg was well attended

BOD in attendance: Tyler Kollock, Kayla Hoglund, Don Gayer, Buck Francis, Julie Whalen

Call to Order @ 6:05

1. BOD introductions
    a. *Don Gayer is Maintenance Chairman, interim Treasurer Buck Francis, Interim Secretary Julie Whalen, Vice President Kayla Hoglund, and President Tyler Kollock. [because of the CCR cycle of elections all positions are up for re-election this year]*
2. Financial overview – *updates from last meeting which was in November 2025.*
    a. Bank Balance report -*grew the balance; last four years have been net income positive; Volunteers really make a difference in saving us from wasteful spending*
    b. Delinquency details -*homeowners typically get caught up on delinquencies during the summer to get access to the pool but there are liens on a couple of homes; we've engaged in collection counsel if we need them. [a lien costs the HOA $300 and is available at NSC but is feasibly only collectable at the sale of the house]*
    c. Reserve Study- *not required in Oklahoma but in other states it is required; The draft study is imperfect due to national average costs (not local) being used and a few things missing or grouped incorrectly. Still going through the drafts and correcting inaccuracies with the company writing the report. Report is used to establish a funding plan for expected costs as items break, fail or reach life expectancy. In the charts, the goal is for the orange line (reality) to not go below zero. Goal is to have reserves in anticipation of future failures. Phase IV (26 units) for expected costs of roads (and gate upkeep) is expected to go below zero in the not-too-distant future.*
    d. 2026 Budget-
        i. *Income: no increase to dues but a smaller or no cash build is expected; Sonoma Lake HOA has a partnership with Sonoma Gardens and they pay into our HOA about $3100 a year and that gives their residents access to the pool; Clubhouse rental is available to any member in good standing with a fee of $40 and with a $100 deposit held/returned if there is no damage. If there is a community event where everyone is welcome, there is no fee. We collect about 90% of the full amount of income.*

ii. *Expenses: The new expense items include 1) the Welcoming Committee that has been working on a zero budget is now authorized $50. It helps new residents to get familiar with the covenants and help them feel welcome. 2)Another is a resident that has offered to redesign the website on square space rather than the free Google website. Other expenses are with communication to the members. Postage costs reductions include not sending out monthly notifications of delinquent accounts, and is now stopped after 3 months but included in the next invoice statement. With this year being an election of Board of Directors, more postage expenses are expected.*

1. *Question from Allan Waits: Are you actively looking for new management services? Answer from TK: We Requested proposals from the around town and we save just enough to make the switch annoying and disruptive or we lose a service the Board uses. We signed an annual renewal with Neighborhood Services Company (NSC) and we're just demanding more of the company.*

Phase IV land line has moved away from the land line and there was a slight reduction of the cost but there was an initial hardware cost.

Landscaping contractor is still Lux at the same rate. We'll shop Lux this year but it is hard to find a company that won't have a hard time understanding the historical knowledge around the lake so we should be aware of that cost. Nothing was spent on trees in 2025 so the budget for 2026 includes $1000. Any mishaps with our sprinkler system is covered by the $1000 in the budget assuming only two calls are used this year.

The Pool operator doesn't need to be permitted by the State or the County so the budget for permits showing $50 is erroneous. We'll keep with the practices that Allan has been doing. The Pool Repair and Maintenance expenses will be described further in the Maintenance overview but the estimates from five pool repairmen and the one that was selected comes with one year labor warranty and the plaster is a five year warranty and something for the tile.

The total expense is $109, 830.92 (actual budget) and adding 25% for the Reserve build of $27,457.73 the total would be $137,288.65. IF we are building our total reserve of 25% we have a net loss of ($18,254.65). We will probably not do that reserve build. But when we have the final reserve study where things are separated out correctly, we'll target the 25% reserve funds even if we aren't going to make it.

3. Committee Notes
    a. Welcoming Committee

Janet Francis described the contents of the welcome bag. The coupons from local businesses, hand soap and homemade cookies are included. Offers to any of our members that have a business to share them with her. The welcome committee email is SLWC@sonomaLakehoa.org Please feel free to email them if you see residents moving in or out of our community. It would be helpful to know when the renters are changing out. Houses for sale, pending and sold are easier for the committee to identify but the renters are harder to catch. There has been a reduction of newcomers not knowing how the information (website/dues/ services) is relayed to and from the HOA.

b. Architectural Committee

Large construction project on 164th Circle to the house that backs up to the Goodwill store. It is a cul-de-sac so parking will be difficult. The owners have requested a review of the preliminary drawing before they submitted the plans to the OKC engineering department. The construction is expected to start within the month and the area will be very congested. The owner has been very communicative with the board and if anyone sees something unusual, they can contact the board.

c. Social Committee
Easter egg hunt on Saturday April 4th. It starts at 11:00 for a gathering at the clubhouse and the Hunt will begin at 12:00.
On April 25th an Earth Day event starting at 9:00 will be happening at Sonoma Lake HOA (clean up trash around the lake and the area along 164th) with Pizza scheduled for 11:00 at the clubhouse.

d. Newsletter Committee
Open to anyone interested in developing a monthly newsletter

4. Maintenance overview
    a. Brickwork- *We're tracking the sinking brickwork and asking for quotes but not a huge issue at this point*
    b. Fountain- *Revisited the corrections done to the fountain in the Lake over the last year.*
    c. Clubhouse pool- *The condition of the pool lasted better than expected and last year there was a need for a lot of patching. After getting several bids, Randy's Pools will be doing the work. There will be blue tile at the water level, new plaster, the coping (the terra cotta) resurfaced and replaced. The mastic behind the coping will be replaced. A start date hasn't been determined as of 24Mar26.*
        i. *Question: What type of warranty does it come with? Answer: five years on the plaster. If you want a longer warranty, it would cost double and 99% of the pools in OK have this product.*
        ii. *Question: Will we have to replace it in five years? Answer: No, it should last the same 10-20 years but now that we are keeping it filled in the winter, we shouldn't see the degradation that we had before.*

iii. *Question: Is the pool light (inside the pool side) involved in the work? Answer: No, It is outside the scope and an electrician would need to be included.*

d. Phase I & III roads

The Action Center https://www.okc.gov/Services/Action-Center is the way to call in road issues like potholes. The city typically schedules small repairs through this method. ***Anyone can submit a request****. The potholes at the corner of Sonoma Lake Blvd and Vallejo Place were worked in January and the city repaired many of the sunken areas all along Vallejo Place. Efforts to get the roads resurfaced failed but the city did send out an engineer to calculate the PCI of the roads in Phase I and III. The lower the number the worse the road condition. Typically, the roads won't be resurfaced until it is 50 or lower and then it would be on a bond.*

e. Phase IV

i. Gate -*Wanda Blair has been taking care of the gate and has stepped down and Kristin Van Nort (vannort@me.com) has taken over the responsibilities; the data now lives in the cloud so there are more capabilities that are yet to be developed.*

ii. Roads- *road estimates from 2 companies are still valid after revisiting the site. Target is $21,000 to address the issues. The only way to address the road conditions in phase IV is through a Special Assessment.*

iii. Special Assessment- *As described in the CCR the board cannot pass a special assessment. The residents being assessed have the rights to pass the special assessment. If the great Sonoma Lake HOA Operating fund provided a loan to the Phase IV for the $12,000 it would take each homeowner (in Phase IV) $500 so that it would be paid back within a year. But that would leave Phase IV near empty. Board believes that the best step forward is to have the vote.*

Follow-on conversations included delinquency and liens if a homeowner doesn't pay the $500. A question about the number of rentals in Phase IV was asked but three isn't a solid way for the Board to know how many houses are rentals. An email will be sent out with an online survey to Phase IV members. If the responses don't come back at around 20% we'll move forward with a written communication to have a Phase IV meeting and try to have votes by late April. Eighteen houses would need to approve the action.

Question: If these smaller repairs happen in Phase IV, is there a plan to see how future big projects are funded? Answer: This smaller project is a test to see if the community says no to this, then the board needs to make the decision on their stewardship of Phase IV. The board can start increasing the dues only up to 20% a year and it continues for 15 years and then Phase IV could be in a good spot.

5. MISC

   Garbage Disposal is fixed; Back door of clubhouse is in disrepair but is being fixed. Outdoor lighting is under contract. If anyone breaks our lights, they will be paying for our lights.

6. Upcoming Events
   a. Easter Egg Hunt April 4 11:00 with hunt at 12:00
   b. Garage Sale June 5-6, & Sept 11-12
      Questions about a person who would be the Easter bunny for the hunt. The number of eggs people would bring if they brought the children. More to come on the Easter Egg Hunt.
7. Open Discussion:
   a. If there is any development to the south of Phase IV where the Petaluma ends, what is Phase IV planning on doing? would they add another gate? No one knows if the original project included future plans.
   b. We talked about the embankment/berm/dam of the Lake and its condition. Allan W. noticed the water at the foot of the berm just south of the bridge. Julie Whalen, P.E. asked for a prohibition of any new trees on the north side of the berm and for some tree trimming on existing trees to help the grass to improve its hold on the berm. More research/monitoring of the berm and spillway is scheduled.
   c. The tire treads on 159th and action center calls to be encouraged. The flatbed truck that parks outside of Sonoma Garden.
   d. On Petaluma Place, there is a truck and trailer that is always parked on the street. Monitoring will be conducted.

Minutes by J. Whalen