

Fenwick HOA Board Meeting Minutes for March 19, 2012

Call to order by President, Mindy Geist at 7:01 p.m.

Board Members in attendance: Mindy Geist, Bill Trimble, Jeff Hutson, June Aduddell, Jeff Andeel, Dr. Zahid Cheema, and John Carney

Absent: Jen Sokolosky, and Floyd Treiber

Guests: Robert Ballard, Joe Hausknecht, Carrie Bumsed, Terri and Craig Ruiz and Lindsay Coffman

As well as: Carl & Debi Franklin, CCMS

Actions taken at Meeting:

After discussion of the minutes, Jeff Hudson made the motion to approve February's minutes, Bill seconded; unanimously approved.

New Business:

- Joe Hausknecht, representing Fenwick Gated Village (FGV) and its 168 homeowners, presented to the Board a request to allow them to participate in the semi-annual garage sale using the clubhouse parking lot. The request was because the streets in FGV are narrow cul-de-sacs which create traffic issues for everyone, even homeowners not participating. After discussion, the Board agreed to allow FGV the use of the clubhouse parking lot only.
- Proposal of new committee—Jeff Andeel researched 20 HOAs and used Summerfield with 30 years' experience as a model for the Conformation Committee. After the presentation, it was asked that each Board member read, edit, and send changes to Jeff A. by April 14 so he can present it on the April 23 meeting for further discussion.
- Updated rules synopsis regarding trash cans—follow OKC city ordinance, which is to set them out late the day before collection day and store them by 8:00 p.m. the day after trash has been collected.
- Clubhouse carpet replacement—Mindy and Jeff A. to get bids and present to the Board.
- Floyd—to finish his elected term (to October 2012) as an Elected Official and solicit names of homeowners who would like to be considered for this vacant position. CCMS to send an email blast announcing the Board position.

Old Business:

- Update on ornamental lights—revised letter sent to the city to include the two light that were omitted in the count.
- Newsletter—mailed out
- Invoices for annual dues will be mailed out earlier for 2013.
- Car abandoned at the clubhouse parking lot has been towed.
- Abandoned house on Wales Green—if anyone is suspicious of activities they are to call the police not Board members or CCMS.
- Letter sent to the city inquiring about the sewer project start date. They said they expected to award bids in May.
- Weeds—first letters will go out April 1 due to early spring.

Treasurer's Report:

Presented by Jeff Hutson, Treasurer and Carl Franklin, CCMS

- Audit committee--Jeff H. asked Robert Ballard if there were any revisions to the audit committee report. Robert Ballard answered with, no, the report stands
- The monthly statement was presented & reviewed by the board
- 2011 taxes—our CPA has determined that Fenwick does owe taxes on the \$83,000 the City paid us for the sewer project. The HOA will file an amended return for 2011

deductions at some future time reflecting expenses incurred (if any) as a result of the City sewer project that may allow the Association to recover some of the taxes paid in 2011 at a later date.

CCMS report:

Presented by Carl and Debi Franklin

- Complaints have been addressed
- Carl presented delinquent accounts, violation log, balance sheet, profit & loss, deposit detail, check detail, clubhouse expense report, clubhouse income & new homeowner's list. Several of the new homeowner's overlapped from February to March meetings. The two new homeowner's are:

Kari Milligan	16616 Halbrooke Rd
Michael Smith	16625 Halbrooke Rd

- A collection agency from Texas was discussed. It was decided to continue using CCMS for initial collections then use an attorney for final collections'.

Clubhouse Report/Pool Report

- The Clubhouse had five (5) rentals

Fenwick Maintenance Committee (FMC) Report:

Bill Trimble, Chair

Meeting held on March 5, 2012. In attendance were: Bill Trimble, Carl Franklin, Joe Hausknecht, Lindsay Coffman & Dale Swanson.

- Water drainage problem from 164th Street runoff. Joe had meeting on site with city engineers on January 7, 2011; city engineers submitted their solution, FMC not completely satisfied with suggestion. Joe to submit four (4) suggested areas of concern to engineers. (1) Concrete bottom on flume on south outside of fence. (2) Concrete side walls to protect existing columns. (3) Flume grade not to hold water. (4) Grade inside of property to be graded to allow unobstructed, continuous water flow (no standing low water) across common area to ponds. Joe spoke with Cobb Engineering, working on a solution that should be executed when the intersection of Pennsylvania & 164 is started sometime in April. **On hold**
- Bridge replacement. **On hold**
- Pond Reclamation—Stan Blanchard, Patriot Excavation, Inc. (PEI) Work has started. All permits are obtained and first payment has been sent per CCMS. Second payment has been paid; trees are being cut, back dam looks good, fencing is up and work continues; electric to be installed next week
- Tree down—Carl pulled back and staked tree on Penn
- Inventory—storage unit and pool—Carl and Bill will schedule a time.
- Pool—
 - CCMS-- regulations require ventilation fan in the pump room be wired to stay on at all times during pool pump operation (remove thermo switch and wire to wall switch only, to be repaired before the pool opens)
- Grass is not growing on south side by the pool and under the bike rack. Recommend concrete in area at bike rack, reshape, and sod or seed the other area with a fescue grass in the spring.
- Fountains—**on hold**
- Brick wall on 164th Street—multiple sections are under evaluation. Contractor did not have time to brace the wall—bracing done by FMC. Requesting deeper steel posts driven into ground below footing; new price did not change. Carl made the motion to accept, Joe seconded, passed. Presented to Mindy; Board approved expense through

email vote. Carl asked 7 Brothers Masonry to start project ASAP for a total price of \$5,040

New Business

- Maintenance work day for tree cutting is Saturday, March 31. Anyone is welcome to help. Fenwick clean-up and social Saturday, April 28, but will check with Social Chair, Jen.
- Water aerators-Ponds Rx can install-electric location; PEI offered to trench to point, cost undetermined. **On hold.** Joe requested that John and Ponds Rx discuss the advantages of aerators versus circulators for the west pond after PEI completes the project.

Architectural Report:

Mindy Geist, Chair

- Garage door replacement—no application necessary
- Roberts shed application approved

Social Committee Report:

Jen Sokolosky--absent

Neighborhood Security/Website:

- Structure of website **on hold.** Need to reacquire domain name.

New Business

- There may be a rezoning change at 164th and Western; will keep checking for any updates.

Jeff H. made the motion to adjourn; John seconded the motion, unanimously approved.

Adjourned at 9:25 p.m.