

Fenwick HOA Board Meeting Minutes for October 15, 2012

Call to order by President, Bill Trimble at 7:10 p.m.

Board Members in attendance: Bill Trimble, Jeff Andeel, June Aduddell, Jeff Hutson, John Carney, Jen Sokolosky, and Jim McGoodwin

Abs: Emilie Golden, Dr. Zahid Cheema

Guests: Lindsay Coffman, Robert Ballard, Terry Ruiz, Craig Ruiz

As well as: Carl & Debi Franklin, CCMS

Actions taken at Meeting:

- Jim made the motion to approve September's minutes, John seconded; **unanimously approved.**

Old Business:

- Clubhouse roof and utility room—delay due to tile shortage and the two roofs had to match; overage was paid.
- All homeowner's should have received annual meeting mailing for November 1. Will send a "blast" and place sign out to remind homeowner's of meeting or to vote by proxy.
- 164th and Penn—the utilities are being done now for the widening of the intersection

Community Preservation Committee:

Presented by Jeff Andeel

- FGV—no issues
- Fenwick gated—to date has issued 99 letters and 80 have complied, which is an 81% success rate.
- Fenwick Main—to date 156 letters have been issued, 153 have complied, which is a 98% success rate.
- Fenwick Main has averaged 17 letters per month
- Fenwick Gated has averaged 10 letters per month
- A decline in letter count, as well as an overall improvement in the general appearance of the neighborhood has been observed. The committee believes that once HOA standards are widely understood by the homeowners, CPC activity should level off.

Treasurer's Report:

Presented by Carl Franklin, CCMS

- The monthly statement was presented & reviewed by the board

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. The one new homeowner is:

Jung-Wook & Annette Park

16513 Fenwick Blvd

Clubhouse Report/Pool Report

- The Clubhouse had six (6) rentals
- Roof complete

Fenwick Maintenance Committee (FMC) Report:

Bill Trimble, Chair

Meeting held on October 1, 2012. In attendance were: Bill Trimble, Carl Franklin, Joe Hausknecht, Lindsay Coffman & Dale Swanson. **Can't tell from the print out if Lindsey was absent or present**

- Water drainage problem from 164th Street runoff
 - FGV HOA sponsored a public meeting at the clubhouse on June 28 regarding the 164 & Penn intersection project and the Penn widening for 164 to 178 streets. These are two separate projects by the city of OKC and will be worked concurrently. The start date is no earlier than July 9 and the contractors have 10 days from that date to start work. The duration for both projects is 180 working days; therefore, they estimate completion by the summer of 2013. At no time will the projects close the roads. There is one task that may momentarily stop traffic when expanding the water line. Details are still being worked out between the contractor and the city project manager.
 - The 164 & Penn project will tie all previous adjacent street widening projects into the intersection. It also includes sidewalks east of Penn along 164th on both the south and north sides of the street. The north sidewalk work from the intersection to Fenwick Blvd. will include addressing the drainage issues on the common area behind FGV Covington Manor. The rip rap will be removed, a concrete spill basin is to be built and a 100 x 4 foot drainage flume is to be constructed.
 - Joe will continue his 16 month relationship with the city on resolving this problem and overseeing the work completed is to the satisfaction of Fenwick. Any questions concerning aspects of this project should be directed to joehausknecht@yahoo.com or 405-921-9610.
 - *Update:* moving the water mains at Penn and 164th intersection, the intersection will be widened first
- Bridge replacement. **On hold**
- Pond Reclamation—excavation is complete. Dirt is being moved and leveled when dry enough to proceed. PEI has begun to lay sod in some areas. Watering is needed but made difficult to water from well because of areas that are unfinished. Stan concerned about areas on slopes. PEI to water by water truck at \$35 per hour. Okay to proceed per board approval until \$2500 is reached. Carl would like to run a temporary irrigation to sloped areas when areas are more complete. Carl will get prices and bids for supplies.
 - *Update*—temporary irrigation was determined to be difficult and labor intensive. Estimates by irrigation companies were averaging \$10-16,000 by just looking at the condition of the area.
 - PEI did water by truck up to their estimate of \$7,500
 - Carl installed irrigation taps for PEI to be able to attach water hoses to and spot water areas from our water east of Fenwick Blvd.
 - Sod completed; fence and equipment removed
 - PEI seeding and monitoring sod rooting for slope
 - *Update:* PEI to work on the area in the park with some water pooling up 4" to 10" deep. Will wait on considering the spillway leak until moisture returns to the area in the hope for reseal as before work began.
- Fountains
 - *Update:* Bill purchased power cable and is planning for conduit and installation of pond fountains. The depth of the fountains will be shortened to help them last longer
 - Searching for hose 3/4" inner diameter that we can place the power cord in for protection in the water.
 - Will schedule a workday for assembly of parts, after the material is located and purchased.

- 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.
 - Asked Ponds Rx to attend November meeting
- Dead tree removal needed on 167th inside FGV on greenbelt area. Bowman was hired to remove dead trees through main clubhouse area, FGV area, 169th Street soccer field area, and pile the limbs in the hidden common areas on the south side. Hold for tree behind Craig Ruiz property in the area on Pond Reclamation Project.
 - *Update:* Need to identify by marking all trees that need removal and schedule or sublet the dead tree removal throughout
 - Bill will purchase spray paint for FMC members to identify dead trees for winter removal
- Steel ramps over drain flumes on south side of creek east of the dam. Joe Hausknecht made a motion to approve \$500 toward drain flume project for metal plate coverage to facilitate cleanup of south creek area. Waiting on steel ordered. PEI asked for bid on adding concrete drain tube through run-off area just east of dam for maintenance access. Stan bid \$500 and he has the drain tube for free. Maintenance accepted his bid and has asked him to proceed.
 - *Update:* PEI has installed drain tube and it is ready for sod
 - Need to schedule the assembly of the metal plate covers for the drain flumes to complete
- Clubhouse carpet bids
 - *Update:* Board looking at this project during 2013 year
- Additional tree trimming on south walk path. To be scheduled after ramps and access completed by PEI.
 - *Update:* Need to schedule tree trimming on all trails and walkways and gather support throughout winter.
- Trash corral needs hinge work and cleanup.
 - *Update:* Received reports of doors blowing open and hitting parked cars
 - Carl removed door and repaired hinge mounting
 - Recommend installing pipe bollard for protection of structure
 - Carl will plan and gather information for bollard to install

FMC New Business:

- Pool chairs to storage done October 13
- Sidewalk repairs need estimating and planning
- Weed control and grass recovery plan—to be done in spring months for additional seeding. Carl will investigate water tap install for west pond area watering
- Fish restocking plan and research—Ponds Rx to attend November meeting with recommendations and possible “truck” pricing
- Electrical wiring on lights at the 164th and Fenwick Blvd entrance needs repair—Carl and Bill to work on as time permits
- Sod for new access bridge south and east of dam—Bill to contact a sod contractor for estimating and planning sod for bridge and drain tube protection
- Sidewalk drop off danger along 169th at inlet mouth of west pond—Bill to contact contractor for estimating and planning
- Tree planting locations need to be planned—**hold for sewer project**
- Clubhouse and pond area irrigation needs to be recovered from pond project breakage—Carl will work on as time permits
- Estimating of fountain for west pond for Board consideration—possible to group with Ponds Rx “water aeration” presentation
- New electrical boxes need lock and pipe caps—look for completion on October 13 workday

- Dig out shade grass sodding of area by pool gate—Bill to contact a sod contractor for estimating and planning
- Outdoor faucet needs to be repaired for dripping in pool area- Bill to contact contractor for estimating and planning before winter
- Repair of loose handrails needs to be planned and completed—Carl will plan and work for repairs to be complete by pool opening in 2013
- Pool light on southeast corner needs transformer replaced— Carl will plan and work for repairs to be complete by pool opening in 2013
- Purchase additional lifeguard chair—FMC will purchase in April 2013
- Irrigation repairs needed along Western where street widening project has damaged it considerable. Carl has capped much of it so that the flowerbeds could be watered—FMC will watch for needed action after street widening project
- Dig out and sodding of FGV drain flume—to be scheduled on a future workday
- Tree at FGV entrance has wiring in it and needs trimming. When widening begins, the tree may be removed—Joe stated that the widening project will cause the removal of this tree
- Clubhouse vent replacements for rusting and breakage—FMC authorized Carl to replace all up to \$100
- Painting of clubhouse bathroom, hall, trim and walls—to be scheduled for future workday

Architectural Report:

Jim McGoodwin, Chair

- Four (4) roofing requests were sent to Jim and he approved
- A hot tub with concrete pad was submitted and approved

Social Committee Report:

Jen Sokolosky, Chair

- A deposit was made for the Friday, December 14, sleigh ride
- Santa and the fire truck from 11-1 on Saturday, December 15, is in the final stages of planning
 - Participants are asked to bring a gift to donate to Kiwanis
 - Any homeowner can donate a gift to the Kiwanis
- The website will have additional information as well as at the annual meeting on November 1
- Studying the possibility of gift cards for new homeowners. Jen will email the Board with her findings

Website:

John Carney--monthly report was presented

New Business:

- Bill requested that slides addressing the Board member's responsibilities and purpose be added to the other information being presented in PowerPoint at the annual meeting on November 1.

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

Adjourned at 8:20 p.m.