

Fenwick HOA Board Meeting Minutes for December 17, 2012

Call to order by President, Bill Trimble at 7:02 p.m.

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

Absent: John Carney, Dr. Zahid Cheema, Mark Russell and Jim McGoodwin

Guests: Robert Ballard, as well as: Carl & Debi Franklin, CCMS

Actions taken at Meeting:

- Jeff H. made the motion to approve November's minutes, Jen seconded; **unanimously approved.**

Old Business:

Community Preservation Committee:

Presented by Jeff Andeel

- FGV—no issues
- Fenwick gated—to date has issued 103 letters and 80 have complied, which is a 77% success rate.
- Fenwick Main—to date 159 letters have been issued, 156 have complied, which is a 98% success rate.

Treasurer's Report:

Presented by Carl Franklin, CCMS

- The monthly statement was presented & reviewed by the board
- Payment to Brent Austin, HOA attorney, for lien release on 17125 Wales Green
- Jeff H. made the motion and Jeff A. seconded to waive the \$65.97 late fee if the check clears by December 31, 2012; **unanimously approved.**

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 two new homeowners are:

Aaron & Elena Sparks	17109 Kemble Lane
Van & Patricia Schallentbert	17016 Prestwick Circle

Clubhouse Report/Pool Report

- The Clubhouse had five (5) rentals

Fenwick Maintenance Committee (FMC) Report:

Bill Trimble, Chair

Meeting held on December 3, 2012. In attendance were: Bill Trimble, Carl Franklin, Joe Hausknecht, Lindsay Coffman, Patrick Mosier & Dale Swanson.

- 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.
 - Moving the water mains at Penn and 164th intersection, the intersection will be widened first. We estimate summer 2013 for progress on street widening to really begin
 - *No update*
 - 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.
 - 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
 - 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.
 - PEI has been leveling areas with additional dirt. PEI to aerate & seed to complete contract.
 - *Update:* Stan has completed the project. The Board approved and issued final payment. Bill & Carl are working with water level control baffles to find optimum level with correct water flow. Remove from agenda except for control baffle adjustment for optimal water level & flow.
 - Fountains
 - 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.
 - FMC met to assemble lights, change oil in pumps, replace a power cord, insulate power cords with rubber hose, seal & plan installation on a couple of occasions in October and early November. FMC to meet Saturday, November 10 at 12 p.m. to re-install fountains in east pond.
 - *Update:* FMC met in Bill's garage, assembled pumps, changed oil, changed all light sockets, changed bulbs, etc. FMC met again and installed the fountains in the pond successfully. Remove from agenda.

- Water aerators-Ponds Rx can install-electric location; PEI offered to trench to point, cost undetermined. Joe requested that John and Ponds Rx discuss the advantages of aerators versus circulators for the west pond after PEI completes the project.
 - John with Ponds RX attended and gave a status of pond recovery presentation and proposal of Aeration system. Ponds RX has treated several times recently and found the naturally occurring "good" algae to be progressing at a rate that is advanced by 3 yrs. John says he has never seen a pond recover the coating on the bottom as fast as ours has. Ponds RX did plant some underwater plants to create the startup conditions desired. The aeration system proposed should stir our water about twice per day creating a top to bottom fish and wildlife healthy condition. Our water naturally turns about twice per year creating upper (low oxygen water), mid (normal oxygen fish living water) and lower (toxin rich water) zones. This process also causes the natural silt from plants and wildlife to be cleaned and destroyed by the natural bacteria present in pond water. The cost of the system is proposed at \$5594.11 complete. This system would be located by the Fenwick Blvd bridge with a new power supply and be piped in by four lines to four central areas spread through east & west ponds.
 - *Update:* The Board approved the purchase and installation of the water aerator system. Bill will coordinate with Ponds Rx in installation.
- 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. 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. Trees identified & Bowman working as time permits.
 - *Update:* Bowman Brothers has completed tree trimming to the budget limit. Bowman is currently on hold for 2012 trimming. FMC will need to gather limbs on common area and FGV area. Scheduled FMC work date is Saturday, December 8 at 8 a.m.
- 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. 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. Need to schedule welding time. *No update.*
- Additional tree trimming on south walk path. To be scheduled after ramps and access completed by PEI. Need to schedule tree trimming on all trails and walkways and gather support throughout winter. To be scheduled. *No update.*
- Trash corral needs hinge work and cleanup. 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. Bill will check on stain. Carl will schedule bollard work.
 - *Update:* FMC workday Saturday, December 15 at 8 a.m.
- Pool chairs to storage done October 13. Took good look at chairs and broken chairs will be sent to landfill as time permits.
 - *Update:* FMC workday Saturday, December 15 at 8 a.m.
- Sidewalk repairs need estimating and planning. Received one estimate for \$2400 but FMC wishes to pursue bids.
 - *Update:* Advanced Concrete Designs has not returned call for bid. Able Concrete did visit to look at job & bid was returned at \$1750 Bill contacted Palmcrete Construction & Wade Chickering Construction & both declined to

bid. Bill made a motion to accept the bid from Able Concrete, Dale seconded; approved.

- 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. To be scheduled.
 - *Update:* FMC workday January 5 at 8 a.m., weather permitting, optional day January 19, 2013
- Fish restocking plan and research—Ponds Rx to attend November meeting with recommendations and possible “truck” pricing. John with Ponds RX has proposed a fish stock order suggestion as follows: 350 Bass, 1000 Bluegill, 350 Catfish and 60 pounds of minnows for a total of \$1620. John also suggested the addition of a sign that indicates the pond to be a "Catch and Release Pond".
 - *Update:* The Board is considering the bid presented by Ponds RX & has asked FMC to acquire additional bids.
 - Scope of bids:
 - 60 lbs Fathead Minnows, 350 ct. 4-6” Channel Catfish, 350 ct. 3-4” Largemouth Bass, 1000 ct. 1-3” Bluegill (not hybrid because of slow multiplying)
 - Matt McBride-Wetumka, OK \$1500 delivered; Moores Fishery \$1850 delivered; Harbin Fishery \$1767.50; Dunns Fishery \$1512.50 but additional cost of \$260 in December & January due to larger sizes of fish; Ponds RX \$1620 delivered.
 - FMC recommends staying with Ponds RX because of relationship with vendor & accountability that is inherent & proven.
- 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. Bill has been unable to get the recommended vendor to quote this work. Weather is now too cool to lay sod so we will wait until spring. This project is covered in "Jute" which will hold the soil until that time. *No update.*
- Sidewalk drop off danger along 169th at inlet mouth of west pond—Bill to contact contractor for estimating and planning. Bowman is the only contractor to respond and will work with us for solution.
 - *Update:* Bowman on hold because of 2012 budget limits at this time
- Tree planting locations need to be planned—hold for sewer project; *no update*
- Clubhouse and pond area irrigation needs to be recovered from pond project breakage—Carl will work on as time permits. To be scheduled.
 - *Update:* FMC workday January 5 at 8 a.m., weather permitting, optional day January 19, 2013
- Estimating of fountain for west pond for Board consideration—possible to group with Ponds Rx “water aeration” presentation. Hold for funds available in 2013; *no update.*
- Dig out shade grass sodding of area by pool gate—Bill to contact a sod contractor for estimating and planning.
 - *Update:* Bowman on hold because of 2012 budget limits at this time
- 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; to be scheduled.
 - FMC work date December 15 at 8 a.m.
- Pool light on southeast corner needs transformer replaced— Carl will plan and work for repairs to be complete by pool opening in 2013; to be scheduled; *no update.*
- Purchase additional lifeguard chair—FMC will purchase in April 2013. Carl made the motion to purchase in January to prevent backorder at last minute.
- 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; work on as time permits through winter
- Dig out and sodding of FGV drain flume—to be scheduled on a future workday.

- *Update:* Schedule in March or April so sod will grow quickly & hold dirt.
- Clubhouse vent replacements for rusting and breakage—FMC authorized Carl to replace all up to \$100.
 - *Update:* Vents were purchased & installed-remove from agenda
- Painting of clubhouse bathroom, hall, trim and walls—to be scheduled for future workday.
 - *Update:* FMC tentative work day February 9 at 8 a.m., or February 2 or 23
- Vacuum is broken. It was reported by the homeowner and confirmed by the cleaning service the next day. Carl presented several estimates for vacuums. Bill made a motion to purchase, up to \$250, Lindsay 2nd, vote to purchase approved.
 - *Update:* Vacuum purchased-remove from agenda
- Weeds in spillway need to be removed and concrete sealed. Bill suggested a product from Dolese that FMC will look into for repairs.
 - *Update:* Schedule when weather permits dry & chemical killing of weeds (above 60 degrees & sunny)
- Handle on the back door of the clubhouse will need to be replaced. It works only partially and has become difficult to use.
 - *Update:* Repair as time permits

FMC New Business:

- Beavers are damming water in creek area behind pavilion
 - Homeowner complained; Carl investigated & found beaver signs; two beavers were caught by trapper. Traps will be removed December 3 if no additional beavers are found. FMC will need to remove beaver dams by hand. FMC workday, December 8 at 8 a.m.

Architectural Report:

Jim McGoodwin, Chair

- Basketball goal approved

Social Committee Report:

Jen Sokolosky, Chair

- Sleigh Rides on December 14—cancelled due to weather
- Santa and the fire truck from 11-1 on Saturday, December 15, was a success. UCO ROTC was also present.
- Best decorated house in all three areas to receive gift bag and picture on the website.
- \$500 was approved to buy lights & decorations at discounted sales after Christmas.

Website:

John Carney—no report

New Business:

- Two (2) parking regulation signs to be made & installed at the clubhouse.
- Modified rules take effect January 1, 2013. Request posting of new rule on bulletin board.

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

Adjourned at 8:15 p.m.