

FENWICK  
HOMEOWNERS ASSOCIATION

2021

YEAR IN REVIEW

# BOARD OF DIRECTORS

## FENWICK HOMEOWNERS ASSOCIATION

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**Robert Feinberg**, President

**Tom Fiordelisi**, Vice President, Nominating Chair – *term ending*

**Lisa Sutliff**, Sec-Treasurer, Pool, Comm. Chair – *term ending*

**Russell Quesenberry**, Maintenance Chair

**Scott Monetti**, Maintenance Committee

**Phillip Nokes**, Maintenance Committee

**Shawna Aldridge**, Social Committee Chair

Vacant

Vacant – *term ending*

# YEAR IN REVIEW – 2021

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**ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU**

- ✓ **PARK & CREEK AREA CLEANUP – WINTER, SPRING**
  - Significant storm debris removal**
  - Remove dead trees**
  - Clean out brush**



# YEAR IN REVIEW – 2021

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**ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU**

- ✓ **RAISE CANOPY** along sidewalks
- ✓ **SPRAY FOR BAGWORMS & POISON IVY** in creek area
- ✓ **MAINTAIN PARK AREAS:** mow, fertilize, seed as required
- ✓ **MAINTAIN 4 NEIGHBORHOOD ENTRANCES**  
Electrician hired to repair flood light at Penn entrance sign
- ✓ **MAINTAIN COMMON AREA SPRINKLER SYSTEM**

# YEAR IN REVIEW – 2021

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**ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU**

- ✓ **KEEP PONDS HEALTHY – Turtle Population Control, Algae Control, Weed Control**
- ✓ **CONTINUED FOUNTAIN & LIGHT MAINTENANCE – Replace lights and pump as needed**
- ✓ **BEAVER CONTROL – Partner with Griffin Park HOA**
- ✓ **MAINTAIN PLAYGROUND – new swing seats, repaired rocker spring**



# YEAR IN REVIEW – 2021

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**ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU**

- ✓ Replaced trees removed along creek between Garden Village and Fenwick ungated.
- ✓ Removed diseased, damaged tree at Pavilion





# YEAR IN REVIEW – 2021

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**ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU**

- ✓ Clubhouse AC unit cleaned out and fan motor replaced
- ✓ Replaced clubhouse thermostat, lighted exit signs
- ✓ Replaced 2 bathroom door handles and vacuum
- ✓ Had carpet professionally cleaned
- ✓ New clubhouse management in late 2021

# YEAR IN REVIEW – 2021

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ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ Pool gate magnet replaced
- ✓ Pool water fountain repaired
- ✓ 3 overhead flood lights replaced at pool area
- ✓ Duck guard replaced around pool fencing
- ✓ Two corner brick coping sections repaired

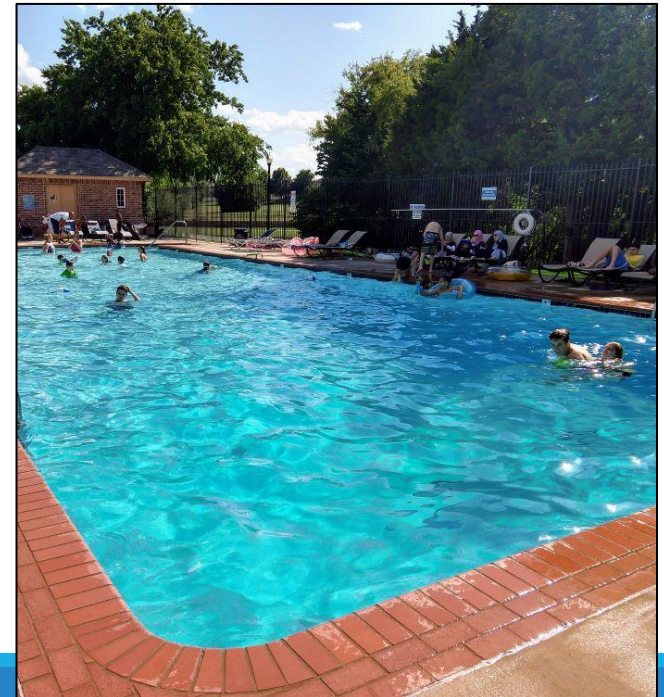


# YEAR IN REVIEW – 2021

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ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ **THANK YOU to six resident POOL MONITORS**
- ✓ **THANK YOU to resident pool managers  
LESLIE BOND & GINNY TROTTER**
- ✓ **LAP SWIMMING in early mornings**
- ✓ **THANK YOU TO Lee Christensen for planting  
new flowerpots**



# YEAR IN REVIEW – 2021

ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ **FENWICK FROGS SWIM TEAM**  
Thanks to Carolina Myers, Shawna Aldridge and Sarah Weber for organizing! One competition meet was held at our pool with other neighborhoods. Great opportunity for kids to improve their swim skills.

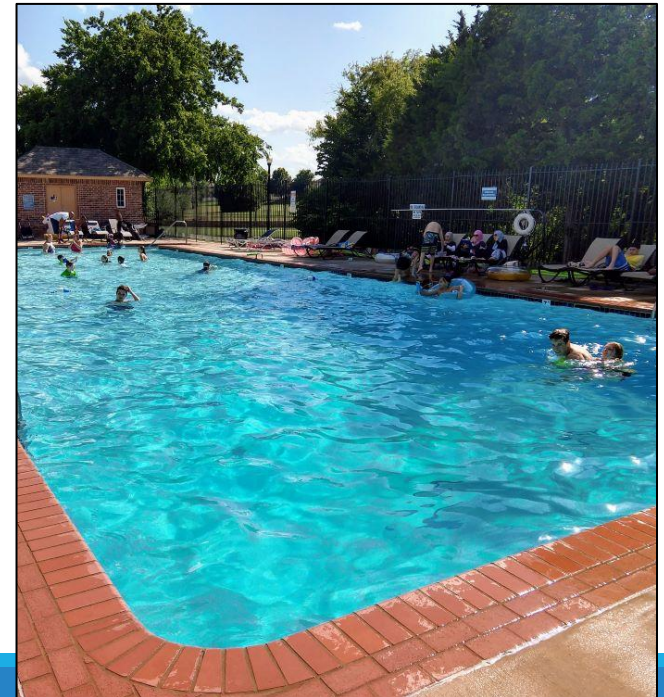


# YEAR IN REVIEW – 2021

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## ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ Clarified pool guests rule:  
Four guests during non-busy times and two guests during busy times.  
“Busy times” are now classified as 30 or more people being present in the pool area
- ✓ 61 new & replacement key cards distributed
- ✓ Keycard programming done at no charge
- ✓ A pump valve & sand in both filters replaced
- ✓ Purchased robotic vacuum to remove leaves, dirt



# YEAR IN REVIEW – 2021

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## ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ **2 COMMUNITY GARAGE SALES – June & September**  
Advertised in multiple newspapers and online
- ✓ **WEBSITE UPDATES throughout year**  
Added “About” page with a lot of info for residents & buyers
- ✓ **NEWSLETTERS: 12 emailed to date**
- ✓ **SOCIAL MEDIA: Updates on Facebook (@Fenwickcommunity) and NextDoor**
- ✓ **Clubhouse BULLETIN BOARDS updated throughout year**



# YEAR IN REVIEW – 2021

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ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ Drive-by Santa event – Dec. 2020
- ✓ Food truck event – March



# YEAR IN REVIEW – 2021

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ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ Easter egg hunt – April



# YEAR IN REVIEW – 2021

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ALL COMMITTEE MEMBERS CONTINUE TO WORK HARD FOR YOU

- ✓ **Movie Night in the Park – May**
- ✓ **Back to school pool party – August**
- ✓ **Chili Cook-off – November 14**
- ✓ **Holiday event – December**





# HOA COMMITTEES

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## THANK YOU TO ALL VOLUNTEERS!!!

- **SOCIAL COMMITTEE:**  
Chair Shawna Aldridge, Lisa Sutliff, Clarese Crutchfield, Marissa Brugger, Kevin Aldridge, Marcus Sutliff, many Easter egg stuffers!
- **MAINTENANCE COMMITTEE:**  
Chair Russell Quesenberry, Scott Monetti, Phillip Nokes
- **ARCHITECTURAL COMMITTEE:** Chair Jeff Andeel, Robert Feinberg
- **BUDGET COMMITTEE:** Keith McIlhaney, Teresa Nokes
- **COMMUNITY INVOLVEMENT COMMITTEE:**  
Vacant
- **We need more volunteers so we can accomplish more and have even more fun in Fenwick!**
- **Sign up tonight at the check-in table!**

# GOALS FOR 2022

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- Install Basketball goal to Clubhouse parking lot
- Repair Pavilion roof
- Repair walking trail along northeast side between pond & pavilion
- Plant new trees
- Evaluate brick walls around community for repair/replacement
- Evaluate pool fence for repair/replacement
- Evaluate brick pool coping for repair/replacement
- Several social events
- Replace pool furniture and pump room doors/frame
- Reserve Study to evaluate our common area components for budgeting

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We always need  
**your community involvement**  
to make these things happen.

# MANAGEMENT

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## Neighborhood Services Corp.

- **CONTACT:** fenwickcommunity@gmail.com, office: (405) 348-1436
- **ADDRESS:** 1326 Fretz Drive  
(located off of 15th St., between Kelly and Broadway)
- **Main contact for resident emails and phone calls/messages**
- **All financial management**, including invoicing for dues and accounts payable to vendors
- Like the previous company, NSC also **utilizes TownSq to view your dues account** and to pay online. However, your account number has changed and you will need to re-register to pay online. It will be included with your annual dues invoice in January.
- **Dues payments** may be dropped off at Fenwick clubhouse mailbox, at NSC's Edmond office or mailed to the lockbox with the Dallas address on your January invoice.

# NEW & REVISED RULES

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Effective January 1, 2022 if Approved

*This year the Board found  
no areas in need of new,  
modified or clarified rules.*

# BOARD MEMBER RESPONSIBILITIES

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## BYLAWS STATE:

**SECTION 1. A Board of nine (9) directors shall manage the affairs of the Association, pursuant to the Articles of Incorporation**

## RULES DOCUMENT STATES:

**Section I, para 5. Enforcement:** The Fenwick HOA Board is required to enforce the CC&Rs for both the un-gated area of Fenwick and Fenwick Gated (East). Para 6. Fenwick Garden Village Board is required to enforce the CC&Rs within their own area.

**Enforcement Duties:** It is the duty of the Board to enforce all of the HOA documents in accordance with the guidelines provided in each.

## The Board is further charged with:

- keeping records of its actions and affairs
- assessing and collecting dues
- maintaining proper insurance
- maintaining the common areas so as to promote and improve aesthetic and financial property values

**While it is a great privilege to be a Board member,  
it is NOT a position of POWER, it is a position of RESPONSIBILITY.**

# FENWICK HOA BOARD NOMINEES

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Three 3-year terms, 2022-2024

Existing nominee: Lisa Sutliff  
+ NOMINEES FROM THE FLOOR

PLEASE VOTE FOR UP TO 3

SUMMARY

2022

BUDGET

TREASURER – LISA SUTLIFF



# 2021 CURRENT ASSETS

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As of October 31, 2021

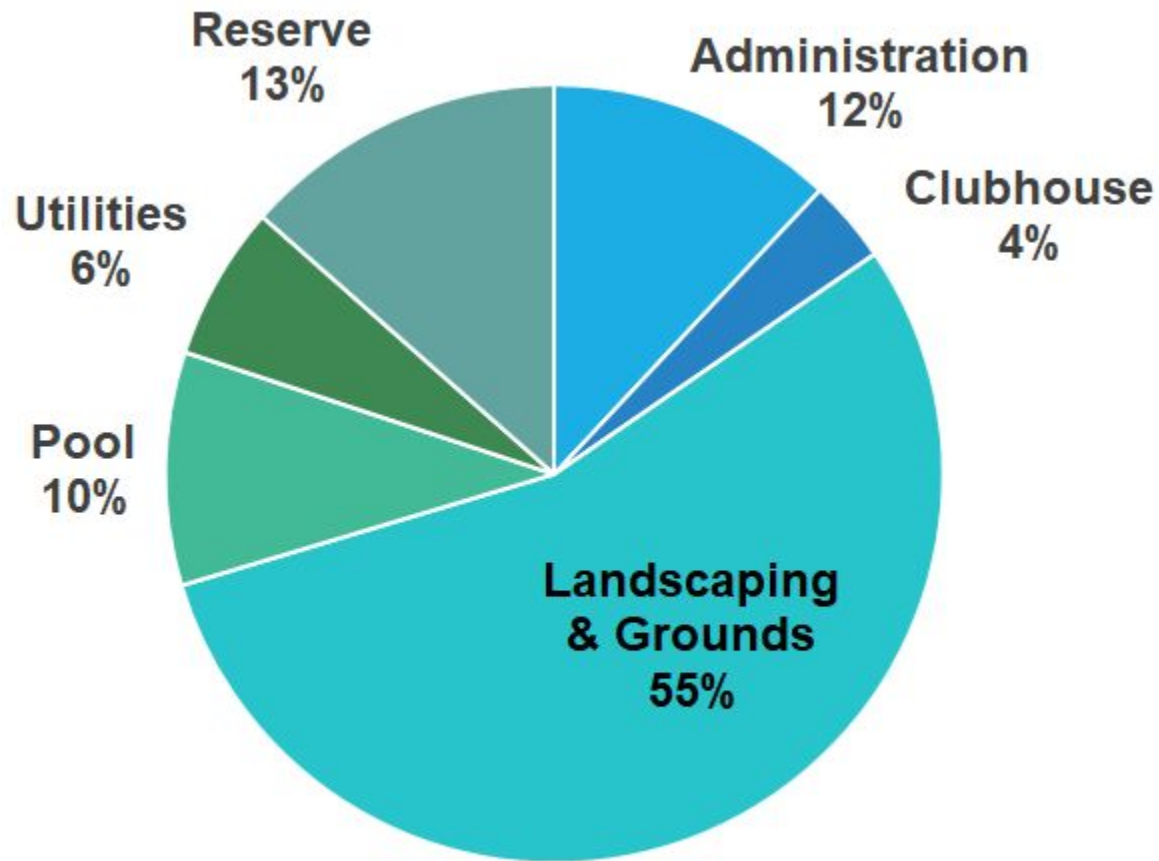
## **Current Assets**

- Operations \$ 47,280
- Social acct \$ 1,004
- Maintenance acct \$ 1,371
- Reserve \$ 301,146

**TOTAL ASSETS \$ 350,801**

# 2022 BUDGET BY CATEGORY

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# 2022 BUDGET: ADMINISTRATION

	2020 Total Expenses	2021 Expenses as of Sept. 30	2022 Budget	2022 Notes on Changes
<b>A Administrative Expenses</b>				
(A1) Insurance & Taxes	\$ 15,521	\$ 12,491	\$ 15,000	
(A2) Legal & Professional Fees	\$ 708	\$ 628	\$ 2,500	
(A3) Printing, Postage & Office	\$ 1,093	\$ 120	\$ 2,500	New Mgmt will charge for dues mailing
(A4) Social Activities	\$ 2,157	\$ 1,631	\$ 3,200	
(A5) Licenses & Fees	\$ 25	\$ 25	\$ 100	
(A51) Website	\$ 107	\$ 61	\$ 150	
(A6) Bank Service Charges	\$ -	\$ 454	\$ 150	
(A7) Management Company Fees	\$ 17,917	\$ 16,125	\$ 9,000	New company, fewer services
(A8) Forced cleanup		\$ -	\$ -	
(A9) Signage	\$ 616	\$ -	\$ 500	
(A10) Violation Software	\$ 73	\$ 943	\$ 2,400	Previously in Management contract
(A90) Uncollectable Accounts		\$ 2,091	\$ 2,400	Due to economy
<b>Total A Administrative Expenses</b>	<b>\$ 38,216</b>	<b>\$ 34,569</b>	<b>\$ 37,900</b>	

# 2022 BUDGET: CLUBHOUSE

	2020 Total Expenses	2021 Expenses as of Sept. 30	2022 Budget	2022 Notes on Changes
<b>C Clubhouse Operation &amp; Maintenance</b>				
(C1) Building Repairs and Maintenance	\$ 1,293	\$ 884	\$ 3,500	General repairs needed
(C2) Clubhouse Cleaning & Supply	\$ 7,312	\$ 15	\$ 2,000	Fewer rentals; resident to do
(C3) Required Maintenance	\$ -		\$ -	Included in C1 or Reserves
(C4) Playground maintenance	\$ 1,553	\$ 295	\$ 500	No mulch to be added
(C5) Asset Replacement	\$ 13,900		\$ -	2020: parking lot addition
(C6) Storage Rental	\$ 2,341	\$ 2,110	\$ 2,904	10% increase per year
(C7) Clubhouse Management	\$ -	\$ -	\$ 2,000	Previously in Management contract
<b>Total C Clubhouse operation &amp; Maintenance</b>	<b>\$ 26,400</b>	<b>\$ 3,304</b>	<b>\$ 10,904</b>	

# 2022 BUDGET: LANDSCAPING & GROUNDS

	2020 Total Expenses	2021 Expenses as of Sept. 30	2022 Budget	2022 Notes on Changes
<b>L Landscaping &amp; Grounds</b>				
(L1) Mowing & Fertilizer Contract	\$ 73,807	\$ 57,356	\$ 87,415	Increase some mowing/brushhog
(L2) Landscape & Entrances Contract	\$ 31,099	\$ 23,899	\$ 14,828	2020: Includes some L1, L3, other exp.
(L3) Lighting & Electrical Maintenance	\$ 599	\$ 2,085	\$ 5,500	Holiday lights labor + entrance signs
(L4) Irrigation Maintenance	\$ 2,875	\$ 2,865	\$ 3,000	
(L5) Water Well Maintenance	\$ -	\$ -	\$ -	Covered by Reserve
(L6) Ponds & Wetlands Maintenance	\$ 8,793	\$ 3,273	\$ 10,520	Fix drainage near Halbrooke Cir
(L7) Tree & Debris Haul-off	\$ 33,021	\$ 20,600	\$ 27,500	More dead tree & limb cleanup needed
(L8) Pathway (Sidewalk/Trail) Maintenance	\$ 2,000	\$ 125	\$ 2,500	Fix Saddlecreek trail drainage
(L80) Pond Restocking	\$ -	\$ -	\$ -	No restocking
(L90) Tree/Shrub Maintenance	\$ -	\$ 1,874	\$ 2,500	
(L91) Trash Pickup & Disposal	\$ 1,988	\$ 673	\$ 5,000	
(L92) Brick Wall Repair	\$ 715	\$ 1,850	\$ 5,000	Increase repairs to extend life
(L99) Required Maintenance Budgeted	\$ -	\$ -	\$ 10,000	Buffer for unknown large expense
<b>Total L Landscaping &amp; Grounds</b>	<b>\$ 154,898</b>	<b>\$ 114,600</b>	<b>\$ 173,763</b>	



# 2022 BUDGET: SWIMMING POOL & UTILITIES

	2020 Total Expenses	2021 Expenses as of Sept. 30	2022 Budget	2022 Notes on Changes
<b>P Pool Maintenance and Operation</b>				
(P1) Management & Safety	\$ 18,368	\$ 16,095	\$ 17,100	Continue with pool monitors
(P2) Repairs & Maintenance	\$ 850	\$ 2,024	\$ 1,925	Most large repairs are Reserves
(P3) Supplies & Small Tools	\$ 991	\$ 2,599	\$ 1,000	2021: Purchased vacuum, \$900
(P4) Pool Cleaning & Chemicals	\$ 10,963	\$ 10,717	\$ 10,500	
(P5) Pool Licenses	\$ 50	\$ 475	\$ 125	
<b>Total P Pool Maintenance and Operation</b>	<b>\$ 31,222</b>	<b>\$ 31,910</b>	<b>\$ 30,650</b>	
<b>U Utilities</b>				
(U1) Water & CH Dumpster	\$ 7,860	\$ 5,970	\$ 7,000	
(U2) Electric	\$ 10,409	\$ 8,780	\$ 11,000	
(U3) Gas	\$ 392	\$ 325	\$ 500	
(U4) Telephone & Internet	\$ 2,184	\$ 1,323	\$ 1,800	
<b>Total U Utilities</b>	<b>\$ 20,845</b>	<b>\$ 16,398</b>	<b>\$ 20,300</b>	

# 2022 BUDGET: RESERVES

Requirement	Year Installed/ Replaced	Life in Years	Remaining Useful Life	Estimated Cost	Cost/Yr	Cost/Home	July 2021 Balance	2022 Reserve Accrual	2022 Reserve Balance	Percent Funded
Pool Items:										
Resurface Pool	2010	10	0	\$ 20,000.00	\$ 2,000.00	\$ 2.81	\$ 20,000.00		\$ 20,000.00	100%
Replace Pool Cover	2017	10	5	\$ 8,800.00	\$ 880.00	\$ 1.23	\$ 2,640.00	\$ 880.00	\$ 3,520.00	40%
Pumps and Motors	1 PM 2018, 1 M 2017	10	5	\$ 2,600.00	\$ 260.00	\$ 0.36	\$ 780.00	\$ 260.00	\$ 1,040.00	40%
Filters	Both 2016	10	4	\$ 4,500.00	\$ 450.00	\$ 0.63	\$ 3,750.00	\$ 450.00	\$ 4,200.00	93%
Furniture	2013, 14, 19	5	0	\$ 6,000.00	\$ 1,200.00	\$ 1.68	\$ 4,460.00	\$ 1,200.00	\$ 5,660.00	94%
Clubhouse Items:										
Paint Inside and Out	2010 Oct, 2013	7	0	\$ 5,500.00	\$ 785.71	\$ 1.10	\$ 5,500.00		\$ 5,500.00	100%
Roof or Window Replacement		15		\$ 15,000.00	\$ 1,000.00	\$ 1.40	\$ 13,000.00	\$ 1,000.00	\$ 14,000.00	93%
Carpet	2014	5	0	\$ 5,000.00	\$ 1,000.00	\$ 1.40	\$ 5,000.00		\$ 5,000.00	100%
Replace Appliances	2 in 2017	8	4	\$ 2,500.00	\$ 312.50	\$ 0.44	\$ 1,628.62	\$ 312.50	\$ 1,941.12	78%
HVAC - Compressor outside	2013	10	1	\$ 10,000.00	\$ 1,000.00	\$ 1.40	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	60%
HVAC - Inside unit	1999	20	0	\$ 3,000.00	\$ 150.00	\$ 0.21	\$ 3,000.00		\$ 3,000.00	100%
Furniture (tables, chairs)	2010	8	0	\$ 2,000.00	\$ 250.00	\$ 0.35	\$ 2,000.00		\$ 2,000.00	100%
Replace Playground	?	15	2	\$ 25,000.00	\$ 1,666.67	\$ 2.34	\$ 10,166.70	\$ 8,000.00	\$ 18,166.70	73%
Replace Water Well Pump	2018	10	6	\$ 5,000.00	\$ 500.00	\$ 0.70	\$ 1,500.00	\$ 500.00	\$ 2,000.00	40%
Trees/Landscaping Replacement		varies			\$ 10,000.00	\$ 14.03	\$ 26,210.79	\$ 3,333.33	\$ 29,544.12	
Concrete for common areas (parking lot, pool deck, sidewalk)		5		\$ 25,000.00	\$ 5,000.00	\$ 7.01	\$ 23,000.00		\$ 23,000.00	92%
Brick Walls & Iron Fencing Perimeter	1999/varied	20-40	Varied	Need to determine			\$ 27,019.26	\$ 12,500.00	\$ 39,519.26	
Dredge Ponds	2012	15	5	\$ 250,000.00	\$ 16,666.67	\$ 23.38	\$ 150,396.83	\$ 6,666.67	\$ 157,063.50	63%
Culvert Replacement at west pond	2018	20	17	\$ 11,000.00	\$ 550.00	\$ 0.77	\$ 1,650.00	\$ 550.00	\$ 2,200.00	20%
Pond fountains, pumps	15, '19, '20	5	3	\$ 6,150.00	\$ 1,230.00	\$ 1.73	\$ 4,728.30		\$ 4,728.30	77%
<b>Totals</b>				<b>\$ 407,050.00</b>	<b>\$ 44,901.55</b>	<b>\$ 62.98</b>	<b>\$ 309,430.50</b>	<b>\$ 38,652.50</b>	<b>\$ 348,083.00</b>	
Account Interest							\$ 694.43	\$ 1,500.00	(Estimated Reserves Acct Deficit at 12/31/2021)	
<b>Account Total</b>				<b>\$ 407,050.00</b>	<b>\$ 44,901.55</b>	<b>\$ 62.98</b>	<b>\$ 310,124.93</b>	<b>\$ 40,152.50</b>	<b>\$ 348,083.00</b>	



# 2022 BUDGET: ASSESSMENT

	2020 Total Expenses	2021 Expenses as of Sept. 30	2022 Budget	2022 Notes on Changes
<b>Total Expense</b>	\$ 271,580	\$ 200,780	\$ 273,517	
<b>Mandatory Reserve Assessment</b>	\$ 45,536	\$ 42,709	\$ 40,152	For large replacements & pond dredging so funds are there when needed
	\$ 317,116	\$ 243,489	\$ 313,669	
<b>Carryover (Return to homeowners)</b>	\$ (40,000)		\$ -	<b>Dec. 31 Bank Balance: around \$0</b>
	\$ 277,116		\$ 313,669	
<b>Expenses divided by 713 homes/lots</b>			\$ 439.93	
<b>Assessment for Year</b>	\$ 370.00	\$ 365.00	\$ 440.00	<b>Dues in 2022</b>