

# Northwood Lake Estates Homeowners Associations

December 11, 2018

George Fina Municipal Building,  
314 Edmond Road, Piedmont, Ok 73078

## AGENDA

- I. Welcome and Quorum Determined
- II. Consent Docket (Minutes and Financials)
- III. Reports
  - A. Architecture and Construction
  - B. Roads
  - C. Lake and Dam
- IV. Old Business
  - A. Oil Well
  - B. Gates (Key Fobs)
  - C. Voting
- V. Executive Session
  - Not Published
- VI. New Business
- VII. Adjourn

Board Attendees: Kyle Taylor, Chris Hendrickson, Elaine Hayes, Johnnie Tate, Stacey Burris, Titian Burris, Josh Layman, Trisha Parker, Jeff Johnson

Resident Attendees: George & Laura Underwood, George Biggs, Travis Wilson, Sara Navarro, Louis Navarro, Richard Flurry, Mark & Jamie McCullough, Chris Duncan, Katy Hampton, Mary Smith, Kevin Curd, Jake & Susan Kimery, Kory Swinehart, Chad Hudson, Billy Roberts, Ryan Ecker, Michael Houston

# MEETING MINUTES

## I. Welcome and Quorum Determined

Elaine Hayes called the meeting to order at 7:02 pm. A quorum was determined.

## II. Consent Docket (Minutes and Financials)

There were no additions or corrections to the minutes from the September meeting. Reading of the minutes was waived. The monthly financial statement had been reviewed by Council members. There were no additions or corrections noted. Trisha Parker made a motion to accept the consent docket and was seconded by Johnnie Tate. There were no objections and the motion was approved.

## III. Reports

### A. Architecture and Construction

- We had an email request for a new build on a ½ acre lot. Kyle responded that covenants don't allow building of a house on lots less than ¾ acre.
- Multiple complaints received on a shop built across the street from Kyle. Kyle confirmed it is compliant with covenants and city code.

### B. Roads

- We have a few issues on the repairs completed. Chris will review with Tom Gorman this week to address these issues and schedule the corrections necessary.
- We'll be purchasing asphalt to patch pot holes soon. Chris recommends hot patch vs. cold patch which is cheaper but will work just as well.
- The board is looking at a new anchor system for all signs to simplify the process of repairing or replacing signs. It will also be cheaper to maintain, roughly 1/3 of the cost.
- Titian got an Okie Locate for the new private neighborhood sign to be installed on Oakhill.

### C. Lake and Dam

- Johnnie has been working on an emergency action plan for the lake and dam required by the state. Our dam is considered a high-risk dam because of proximity to residential property on Deer Creek, per OWRB designation. We have to have an inspection every year due to this. The emergency action plan is a part of the required maintenance.

## IV. Old Business

### A. Oil Well

- Native Exploration won't call Josh back. He'll keep following up, but until they respond we can't set another meeting to discuss concerns further.

### B. Gates (Key Fobs)

- NWLE has been granted the section of land by OKC and Canadian County for the easement just north of Oakhill on Cemetery. It will be our road from the new light pole back to Oakhill. The gate will be position near the light pole.
- Key pads have been a frequent suggestion/question. The road is not wide enough to implement a key pad system. It has also been discussed at length that key pads are not the ideal situation because people share codes and it's hard to regulate or monitor.
- As a reminder, the primary purpose of the gate is to help reduce traffic from outside people to protect the integrity of the roads. They are extremely expensive to maintain.

- This gate will have a knock box, which all emergency/fire services have access to. Emergency services can get through this gate with no problems.
- The gate will be added to the HOA insurance policy to protect us in case of damage. There will be security cameras near the gate to enable investigation should we need to seek reimbursement for damages.
- The school will be flipping the bus route on the north side, which will make very minor changes to stop times. Per the superintendent, this has been driven and tested and is ready for implementation.
- The individual who runs the trash route in our neighborhood does not use cemetery so there is no impact or complication to that service.
- The neighborhood mail man has been notified and has no concerns.
- In the event of ice and snow, the gate will be left in the open position per city regulations, and to protect the gate and residents from damages.
- There will be a small turnaround spot near the gate to aid with traffic congestion as people learn of the changes.
- There will be a sign on NW 164<sup>th</sup> and Cemetery that says “No Through Street” that the city of Piedmont will install. NWLE had to purchase the sign at a cost of \$50.
- Josh spoke with Action Safety to discuss flashing signs one week before closure and day of closure to help alert people of the change. This would normally cost \$600 per week normally, but Josh may have a solution where we pay \$90 a week. Final costs TBD. We will also be considering paid security to help with traffic direction.

#### **Questions/Comments From The Floor**

**Before we move into the comments/questions the overarching theme is that many people did not fully read the documents or posts provided and did not understand they were a draft for input. Adjustments will be made to the proposed rules and they will be recirculated soon.**

**Richard Flurry – How much will total installation cost?** Roughly \$23,660. We also have electrical costs at an estimated \$1,200 which is at cost for Don Ross. Additional monthly costs would be nominal electrical fees. We are also vetting service contracts which are expected to be roughly \$600-700 per year.

**Mary Smith – Why are we using a fob system vs. a keypad system.** The road is not wide enough for a keypad system, per OKC regulations. We also cannot have a 2-gate system for an in/out scenario based on road width.

**Richard Flurry – Is there a time frame for the gates on the other entrances to the neighborhood.** Not sure yet. We are focused on getting the first one done, which so far has taken three years to accomplish.

**Richard Flurry – Why wasn't the gate put near the lake.** NWLE does not own the land in that location. The land owner will not grant permission to do so.

**George & Laura Underwood** – Why are fobs limited to drivers in the household? Their primary concern is how best to distribute the fobs. They have a 15 YO and 12 YO who have friends bring the kids to/from school and activities. They believe both kids should have a key fob if they are willing to pay the fee, even though they are not 16. This was met with favorable response from multiple people.

**Michael Houston** – Michael suggested we consider a management system similar to what they do at another HOA he is a member of. They charge \$25 per fob for each household member. Any additional fobs are \$100 each. Any lost fobs will be subject to a \$100 fee. This was met with favorable reaction from attendees.

**Mary Smith** – Mary wants to revisit a keypad system and will discuss with Josh separately. She also is not in agreement with revoking access to the gates for any reason. She believes any governance of the fobs including revocation of access should be fully outlined in the covenants to ensure consistent management as board members change over the years. Mary would also like to revisit adding speed bumps to Oakhill which has been discussed in previous years but always voted down.

**George Underwood** – George stated that the covenants do not allow the board to deny access to a road. We would have to change the covenants in order to do that. Everyone agreed and discussed further that the draft rules were circulated for comment with the intention that covenant changes would be forthcoming. We can only change covenants twice a year.

**George Biggs** – George stated he is in agreement with the original proposal. He thinks the cost for additional fobs should be \$250.

**Kevin Curd** – Kevin's biggest issue is the number of fobs per family. He believes each member of the household should have a fob regardless of age. He also strongly feels that the terms of the gate are being "shoved down their throat". He later detracted after defense of the board by Trisha Parker. Every resident has the opportunity to attend meetings, read meeting minutes and contact a board member with questions or input at any time.

**Josh Layman** – How should the board verify residency if we are extending to those without a driver's license? The idea of showing birth certificates or student ID was brought up to just prove residency. Kevin Curd and Katie Hampton agreed this would be reasonable. Some (including board members) were not in favor of collecting birth certificates.

**Katie Hampton** – Katie has five family members, she wants five fobs with out anyone hassling her about who has it. She agrees that some form of ID is reasonable to request to go along with each fob request.

**Gabe McCown** – Gabe prefers to have a fob per household member. He also apologized for comments he posted on facebook. He suggested that perhaps we allow a maximum of all household members plus two as total limit of fobs.

**Jake Kimery** – Jake is in favor of one per household member, then any extra at an escalated price as long as they can be tracked (the proposed solution will enable tracking). He said managing access to various entrances is very easy to do from his previous experience at Stoneridge HOA.

**Chris Duncan** – Chris suggested another draft be circulated with “DRAFT” as very large text to get additional feedback and get input. He acknowledged that most people did not fully read and understand it was a draft for input.

**Stacey Burris** – What are clear next steps per covenant requirement? Those are...

- A revised draft will be distributed to the neighborhood asap for further comment.
- A special meeting will be called, with notice given no less than 10 days and no more than 30 days out from meeting date.
- We will post 2 signs and mail notification to all residents.
- We will encourage people to attend the meeting or send in a proxy vote.
- The emergency meeting will be called for a time TBD in January.

#### **C.Voting**

- This will be postponed until the next meeting.

[Trisha Parker](#) made a motion to move to executive session. [Josh Layman](#) seconded the motion. There were no objections and the motion was approved at 8:51 pm.

#### **V. Executive Session**

Not Published

[Josh Layman](#) made a motion to leave executive session. [Johnnie Tate](#) seconded the motion. There were no objections and the motion was approved. The time is 9:34 pm.

#### **VI. New Business**

No new business

#### **VII. Adjourn**

[Johnnie Tate](#) made a motion to adjourn. [Titian Burris](#) seconded the motion. There were no objections and the motion was approved. The meeting concluded at 9:34 pm.