

Northwood Lake Estates Homeowners Association
July 13, 2021
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. Treasurer
 - C. Roads
 - D. Lake and Dam
- IV. Old Business
 - A. Security
 - B. Cameras
 - C. Spillway Repairs/Inspection
 - D. Dam Repairs/Inspection
 - E. Spillway/Road Acquisition
 - F. Tree Trimming
 - G. Violation Letter(s)
 - 1. Daycare
 - 2. Mowing – 15501 Elizabeth Drive
 - H. ATVs
 - I. Gate(s)
 - J. Signage – Dock/Entrances/Street/ATVs
 - K. Flooding at Lakeshore and Cyndelyn
 - L. Document Scanning
 - M. Special Projects
- V. New Business
 - A. Email Votes
 - 1. Mowing
 - 2. Attorney Fees
 - B. Signature Card
 - C. Spillway Overhead Barriers

VI. Executive Session

VII. Adjourn

Attendees: Kyle Taylor, Susan Kimery, Josh Layman, Elain Hayes, Johnnie Tate, Stacey Burris and Jason Thomas

MINUTES

I. Welcome and Quorum Determined

Kyle Taylor called the meeting to order at 7:02PM. A quorum was determined.

II. Consent Docket (Minutes and Financials)

Reading of the consent docket was waived. John made a motion to approve the consent docket. Elaine seconded. The motion was approved.

III. Reports

E. Architecture and Construction

1. 14800 Westlake Drive - Submitted to build a shop 30X40. Everything looks good. Colors all match. House is white gray black, and shop is black and charcoal. Elaine asked if he plans to put in a tin horn to drive to shop. He plans to use his driveway. Josh says nothing prevents people from driving in their yard to their shop. He plans to pave next year. Request approved.
2. Tin horn request from Ryan Burch. Josh asked him to measure during the last rain. There were 2 inches of water. He wants approval for a 12-15 inch tin horn to cross the ditch. Ditch is only 12 inches deep. There was discussion that a 12 inch tin horn is too small and causes debris to back up. All agree to approve 15 inch or 13" X17" flattened tin horn.
3. Submitted bill for attorney \$82. Another bill will come when we go to the actual hearing (was postponed).

F. Treasurer

1. Checking \$130,036.62
2. Road Reserve \$139,117.18
3. Savings \$18,420.28
4. Petty Cash \$125.50
5. Budget – Stacey – Fiscal year runs July 1 to June 30. We are beginning a new budget year as of July 1, 2021. Based on the 3 year average, Stacey came up with the proposed budget. Stacey consolidated some of the repetitive categories in the budget. Tree trimming was rolled into grounds maintenance. Grounds maintenance includes mowing and spraying. The lake and dam miscellaneous account was rolled into lake and dam maintenance. Lake and dam account has a bill of \$11,000 coming up for seepage repair. Legal shouldn't have much coming up. Kyle suggested the legal fee budget be increased to \$5,000 and all agreed. Will need to discuss property on Expressway. Road maintenance includes what is currently in the account and what we will collect when the road assessment fee is due again next February.
 - a. With all changes, \$156,493 will be the budgeted cash balance at year end.
 - b. John motions to approve final budget amount. Josh seconds. All in favor, none opposed.

G. Roads

1. Jason has a couple plans. He will be meeting with Chris in the next couple weeks to go over what has been done the last couple years. Would like permission to do repair assessments. How do we understand needs? Howards Paving came to consult before Chris took over. Chris tried to handle it all in the most cost-effective way so we could build the road balance to fix larger problem areas. Learned that chip and seal didn't work. Jason will work on identifying the problem areas and getting bids.

Do we continue with patchwork and cold patch? It will depend on how you want to spend your budget. Jason will put a plan together. Kyle says to let contractors know we do have a budget available to pay him for a certain amount of work a year. Stacey reminded of the spillway estimate of \$70,000 is going to possibly be taken out of roads budget.

H. Lake and Dam

1. On standby until everything dries out. Discontinuing using Hunter Williams for now. Will mow backside when it dries.

IV. Old Business

- N. Security - Chris is paid through 11th. Approved hours in June through August so no new expenses or time was requested.
- O. Cameras - In Kyle's garage charging. Backup batteries were drained too.
- P. Spillway Repairs/Inspection - None
- Q. Dam Repairs/Inspection – Will proceed when drier.
- R. Spillway/Road Acquisition – Josh - the meeting got moved because the attorney stated 6 out of 10 on the board were going to be present. The 4 unable to attend were pro so it was to our advantage to postpone until August.
- S. Tree Trimming - No issue – Kyle asked if we should remove this or continue to talk about monthly. We will take off the monthly agenda and address again if necessary.
- T. Violation Letter(s)
1. Daycare - Sent demand letter on June 29 – Josh suggests letting it be for another month. Kyle says we will reevaluate in August. Demand letter says it goes against covenants. Tells her to seek legal counsel but does not give a cease and desist date. Tabled until August.
 2. Mowing – 15501 Elizabeth Drive – Josh suggested to send a second letter for violation of covenants. Kyle asked Jason to talk to the assessor Wehmuller to see if he can get lot size reviewed. Josh will also call city action center inspector to discuss. We will send violation letter to show we have done our due diligence. Stacey sent one in March with Article 4 section 11 referenced. Josh made a motion to send a violation letter with Section 11 verbiage and 30 days to mow it. If she doesn't comply, we will have the yard cleaned up and she will reimburse the HOA within 60 days. Josh motions, Susan seconds. All in favor, none opposed.
- U. ATVs - No issues
- V. Gate(s) – Will change gate hours at next meeting for the upcoming school year.
- W. Signage – Dock/Entrances/Street/ATVs - None
- X. Flooding at Lakeshore and Cyndelyn - None
- Y. Document Scanning - Stacey has gone through another ½ a box of records. She is still looking through the boxes and will scan everything once she has pulled out everything to keep.
- Z. Special Projects - None

V. New Business

- D. Email Votes
1. Mowing - Passed for Pondscapes to do mowing for around \$10,000 for the year. Will start sending a list of invoices to be paid then we will read at meetings and approve payment.
 2. Attorney Fees - Approved 2 invoices and paid. \$1639 and for road and spillway acquisition
- E. Signature Card - Savings account has prior board members still on the signature card. Needs to be updated with current signers – Will pull checking and savings signature cards – Both the checking and savings signature cards should have the following people: Kyle Taylor, Susan Kimery, John Tate, Elaine Hayes, and Stacey Burris.
- F. Spillway Overhead Barriers - Table until next month

VI. Executive Session – No Executive Session

VII. Adjourn

Josh made a motion to adjourn. John seconded the motion. The meeting adjourned at 8:22 PM.