

**Northwood Lake Estates Homeowners Association**  
**September 8, 2020**  
**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
  - D. Dam Repairs
    - 1. Riprap
    - 2. Overflow Pipe
    - 3. Seepage Area
  - E. Spillway/Road Acquisition
  - F. Violation Letters
  - G. ATVs
  - H. Gate(s)
  - I. Signage – Dock/Entrances/Street/ATVs
  - J. Special Projects
- V. New Business
  - A. Email Votes
    - 1. ATV Signage
    - 2. Clearing Plan
  - B. Key FOB Deactivation
  - C. Flooding at Lakeshore and Cyndelyn
- VI. Executive Session
  - Not Published
- VII. Adjourn

Council attendees: Titian Burris, Johnnie Tate, Elaine Hayes, Kyle Taylor, Jeff Johnson, Trisha Parker, Josh Layman

Resident attendees: none

# MEETING MINUTES

## I. Welcome and Quorum Determined

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

## II. Consent Docket (Minutes and Financials)

Reading of the minutes was waived. There were no additions or corrections noted. Elaine Hayes made a motion to accept the consent docket and was seconded by Titian Burris. There were no objections and the motion was approved.

## III. Reports

- A. Architecture and Construction
  - a. A few tin horn requests are in, but details still pending.
  - b. Still working with Blankenship family to figure out the overhang on his outbuilding. Still a working item.
- B. Treasurer
  - a. \$112,679 in checking, road reserve is \$133,164 and we have \$18,402 in savings. Total \$264,345 (including petty cash).
- C. Roads
  - a. Chris was not in attendance. No report made.
- D. Lake and Dam
  - a. Titian made a motion for a minimum of 2 dam mowings at \$850 each - \$1,700 total. Elaine seconded the motion. It was approved.
  - b. The council reviewed information submitted from two potential contractors regarding repairs needed on the dam.
  - c. Trisha Parker made a motion for \$1,500 to have SRB to review and prepare a report on the seepage area of the dam and to make a recommendation on next steps. Johnnie seconded the motion. It was approved.
  - d. Josh made a motion for up to \$7,500 for geotechnical review ***if required following SRB's review***. Jeff Johnson seconded the motion. It was approved.
    - i. Titian will clarify that if geotechnical review is required, SRB will include their review of the data in their final report.

## IV. Old Business

- A. Security
  - a. Trisha made a motion for up to 24 hours in security until the next month. Titian seconded the motion. It was approved.
- B. Cameras
  - a. The one at the boat dock is working great, even with the volume of pictures it's creating. The one by the gate is lasting about a week before the battery dies due to the shade from the trees (solar powered). Kyle is going to look at getting a larger, external solar panel and hang it higher. Titian suggested testing a Ring camera to see if it would work.
- C. Spillway Repairs
  - a. On hold until the engineer who reviewed the spillway gets back with his report.
- D. Dam Repairs – on hold pending engineering review
  - a. Riprap
  - b. Overflow Pipe
  - c. Seepage Area

- E. Spillway/Road Acquisition
  - a. The engineer is still working on the construction plans for the spillway repair.
  - b. On the re-platting of the neighborhood for the new homes, the city of OKC hasn't responded. Josh is going to reach out to a contact at OKC to see if he can move it forward.
  - c. Plan C is to determine if we can submit building plans for two houses on a single lot. This is not ideal, but Kyle is exploring it.
- F. Violation Letters
  - a. We sent a response to a homeowner regarding the HOA's work related to ATV violations so he is updated.
- G. ATVs
  - a. Signage under way.
- H. Gate(s)
  - a. No active discussion.
- I. Signage – Dock/Entrances/Street/ATVs
  - a. Mark Marshall is interested in a management contract for the signs in the neighborhood. Titian will try to connect with him this week.
- J. Special Projects
  - a. No discussion.

## V. New Business

- A. Email Votes
  - a. ATV Signage - \$390 approved via email for six signs.
  - b. Clearing Plan – Bonnie Miller's fence was approved via email.
- B. Key FOB Deactivation
  - a) The council will vote to deactivate fobs in executive session to keep names private.
  - b) The council will vote now for the first round and then 2x per year following invoice submission.
  - c) HOA Services will use fob agreement verbiage on billings and statements.
  - d) First round, HOA services will send updated statements to delinquent residents with new verbiage prior to voting for the fobs to be deactivated.
  - e) Trisha will post the rules on both FB pages as a reminder to residents. The verbiage is line item 8 on the "wireless Gate Fob Rules and Agreement"
- C. Flooding at Lakeshore and Cyndelyn
  - a. There is no drainage going south under lakeshore towards the lake. A resident took photos and shared with Kyle and Chris for review. Water is backing up during heavy rain and actually flooding two residences. The council will review further and see if there is a way to help.

Josh made a motion to move into executive session. Johnnie Tate seconded the motion. It was approved. Titian left the room prior to discussion.

## VI. Executive Session

Not Published

## VII. Adjourn

Elaine made a motion to adjourn. Johnnie seconded the motion. The meeting was adjourned at 8:25 PM.