

**Northwood Lake Estates Homeowners Association  
September 13, 2016  
George Fina Municipal Building  
314 Edmond Road, Piedmont, Oklahoma 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. Security
  - B. Gates, Easements
  - C. Locks and Keys
  - D. Speed Bumps
  - E. Kudron – Drainage on Deer Creek
  - F. Amendment Proposal
- V. Executive Session
  - A. Building on Westlake
- VI. New Business
  - A. Newsletter
- VII. Adjourn

**Attendance**

Council Members – Elaine Hayes, John Tate, Joe Sullivan, Gary Bramlett, Kyle Taylor, Stacey Burris, Kay Martin

Others – None

## **Minutes of September 13, 2016 Meeting**

### **I. Welcome and Quorum Determined**

Elaine Hayes called the meeting to order at 7:04 pm. A quorum was determined.

### **II. Consent Docket (Minutes & Financials)**

There were no corrections or additions to the minutes of the August 9, 2016, meeting. The reading of the minutes was waived.

Council members had reviewed the monthly financial statement. There were no questions, additions or corrections noted. Stacey Burris reported there are sixty-five homeowners who are behind on HOA dues, for a total of approximately \$40,000 owed. She will be mailing late notices on October 1, 2016. Stacey made a motion that on October 15, 2016, if payment has not been received, liens be filed on accounts owing over \$200 and accounts owing over \$500 be sent to our attorney for collection. John Tate seconded the motion. There were no objections and the motion was approved.

Kyle Taylor made a motion the consent docket be accepted. Joe Sullivan seconded the motion. There were no objections and the motion was approved.

### **III. Reports**

Architecture and Construction – Kyle Taylor reported he had received plans for one outbuilding. The plans were reviewed by the Council and approved. It has been reported a homeowner on Marie Drive has built an outbuilding but did not submit plans to the Council for approval. Prior to erecting the outbuilding, the homeowner had spoken with Elaine Hayes. They were asked to bring their building plans to a Council meeting so the Council could review the plan, however they did not submit the plan prior to having the outbuilding built. Kyle said he will contact the homeowner and advise them they need to submit their building plan for approval.

Roads – Joe Sullivan reported he had obtained an estimate from Kudron for road work on Deer Creek. Howard Paving has also inspected the road and is to have an estimate prepared by the end of the week. Elaine Hayes made a motion that we accept the bid from Kudron if we do not receive an estimate from Howard Paving by September 21, 2016, at 5 pm. If Howard's bid is received prior to September 21, we will review both bids by email and decide which company to use for the road repair on Deer Creek. Stacey Burris seconded the motion. There were no objections and the motion was approved.

Lake & Dam – John Tate received the final report on the dam inspection that was done in December, 2015. The report indicated an area on the back of the dam at the north end where dirt needs to be moved around and rocks brought in. Stacey Burris volunteered to contact a few homeowners to see if someone had equipment to move the dirt and rock and if they would either do

the work or let us borrow their equipment. She will report back to the Council.

Cracks on the spillway road also need to be repaired. John will get estimates on the repair and submit them to the Council.

John had received a proposal which Titian Burris had submitted, suggesting new signs that can be put up at major entrances into the neighborhood advising of private property, no through road, no trespassing, no soliciting, and no loitering. John will do further checking into this and obtain an estimate on the cost of the signs.

#### IV. Old Business

A. Security – Security has been hired for the neighborhood for September and October.

B. Gates, Easements – Nothing further was reported on gates or easements.

C. Locks and Keys – Elaine Hayes reported she had received the new lock for the boat dock gate, however the shank was too short. She spoke to the lock company about this and John Tate will take the lock back and hopefully can get it corrected.

D. Speed Bumps – John Tate has requested an estimate on concrete speed bumps and should receive it soon.

E. Kudron – Drainage on Deer Creek – Kudron Paving has advised they do not think there is a problem with the drainage on Deer Creek, will not have to do any extra work on the ditches.

F. Amendment Proposal – Any proposed amendment to the Covenants must be submitted before November, 2016.

#### V. Executive Session

The Council was in Executive Session from 8:44 pm until 8:50 pm.

#### VI. New Business

A. Contract – Stacey Burris will submit her contract for Council approval at our October meeting.

B. Surveillance – One of our collection accounts has moved to Colorado to a gated community and we have not been able to serve them. Our attorney is requesting we pay for surveillance so we can try to catch them away from the gated community and serve the court papers to them. Stacy Burris made a motion that we advise our attorney we will offer \$300 to the process server for getting service on the person. Kyle Taylor seconded the motion. There were no objections, the motion was approved. Stacey will contact our attorney and advise.

C. Newsletter – A newsletter needs to be sent out in December. Articles will need to be written and submitted to Stacey Burris.

#### VII. Adjourn

John Tate made a motion to adjourn the meeting. The motion was seconded by Gary Bramlett. There were no objections. The meeting was adjourned at 8:59 pm.

