



1326 Fretz Drive • Edmond OK 73003 • president@silverhawkhoa.com
Minutes for SilverHawk HOA Board Meeting, March 2018

Call Meeting to Order

A Board meeting of the SilverHawk HOA was held on March 1st, 2018 at the SilverHawk Clubhouse. It began at 7:00 pm and was presided over by Chris Painter, with Mandy Lunsford as secretary.

Roll Call & Quorum Determination

Voting members in attendance: Chris Painter, Mandy Lunsford, Mark Grant, Chad Hoffman, and Autumn Harting. Quorum established.

There were 10 guests in attendance.

Approval of Agenda

Chris Painter added an item to the agenda to establish an Election Committee. A motion to approve the agenda was made by Chris Painter and seconded by Mandy Lunsford. The motion carried unanimously.

Invitation for Guests to Speak

Approval of Minutes

The previous meeting's minutes were approved through email by Mandy Lunsford and Chris Painter on December 26th, Autumn Harting and Mark Grant on December 27th, and Chad Hoffman on January 2nd. These minutes were posted to the website on January 2nd.

Treasurer's Report (Mark Grant): Mark Grant presented the Treasurer's Report.

- Discussed the budget format
- There was \$27,000 left over from 2017. This was deposited into the capital investment account.
- There will be an additional \$23,000 from the 2018 dues increase. This will be deposited into the capital investment account to keep it out of the operating account.
- We consolidated the wall account and the pool account into a capital investment account. This makes it easier to manage the money.
- It was originally thought that the wall repairs would be less than our cheapest bid of \$60,000. Most expensive bid has been a quarter of a million dollars to build a new brick wall.
- The pool is also very expensive to remove and replace – between \$200,000 to \$225,000 today. We have received two bids for the pool so far. We are spending a few thousand dollars each year for pool repairs. It is time to address the issue with a long term solution. We continue to maintain the pool as best we can until we obtain the capital necessary to remove and replace. We are trying hard to save as much money as possible to avoid a special assessment; which would require an 80% approval of the neighborhood and another door to door vote.

- Current timeframe to save enough money with the new annual dues amount is six years if no emergencies arise.
- Clubhouse improvements were left out of the 2018 budget. May look at again for 2019.
- Discussed possibly changing the amount of votes needed to approve a special assessment from 80% of the neighborhood to a simple majority. Changes to the CCR's cost around \$2,000 total with the \$1,500 filing fee and attorney fees.
- Cost \$93,000 annually to run the neighborhood as is. We have worked to reduce costs (example – the landscape contract) and are squeezing the budget as much as we can. When raising the dues for 2018, the Board did discuss bringing the dues back down after getting enough money to complete the wall and pool projects. A guest mentioned that she was originally upset with the new annual dues for 2018, and she had a real estate agent look at the surrounding neighborhoods that are comparable to SilverHawk. She discovered that our dues are actually low, and that the average is around \$400 per year.

Committee Reports

- a. Architectural Committee (Mandy Lunsford):** We have had one application so far in 2018. It was to enclose a second level back patio to convert it into a bedroom. The project will use the same materials/colors as what the house was built with, and it will blend in seamlessly with the house. The application was approved.
- b. Covenants Committee (Chris Painter):** Holding Executive Session to discuss some reported violations.
 - A guest asked if there was anything in the CCR's about Christmas lights. The CCR's say nothing about when you should remove your Christmas lights; however, it could become a nuisance issue if enough complaints are submitted.
- c. Welcoming/Social Committee (Autumn Harting):** Working on next round of welcoming baskets. Next projects will be the Spring Neighborhood Garage Sale and Pool Opening.
- d. Grounds/Improvements Committee (Chad Hoffman):** Rodney will be submitting a bid to clean out the drainage area near the Villages entrance. Rodney has sprayed the first round of fertilizer/weed control throughout the neighborhood common areas.
- e. Pool/Clubhouse Committee (Chris Painter):** Much of the pool discussion was during the Treasurer's Report. We do need to look into bids for repairing the cracks in the pool before opening day.

Old Business

- **Annual Meeting**
 - Set Date, Time, Location: Monday, March 26th, 7:00pm, SilverHawk Clubhouse
 - Agenda Items for Annual Meeting: Detailed Treasurer's Report, information about the pool, neighborhood improvement, Villas update, committee needed for the Villas to work on getting bids for gate removal, Board elections.
- Discussed an update on the Villas: our assigned project manager no longer works for the City, so we have been assigned a new one. Anticipating the project to be complete around October – November. The Villas monthly assessment goes away when there will be no further expenses coming from the Villas account.
- Discussed how some homeowners are having problems with the Villas gate. There is an error reset time after entering in a wrong code. The timer resets each time an incorrect code is entered. This is what has been causing some people problems.

New Business

- **Penn Wall Committee Update:**
 - Superior built our current wall. The Committee looked into the warranty, which was one year (the wall was built over 10 years ago.) The wall was built out of posts with cement inserts set in between. The posts are what are leaning. Superior said that ground shift, which they believe is causing the wall to lean, is not covered under their warranty.
 - Superior submitted a \$165,000 quote to fix the leaning posts and re-use the current inserts. This repair is projected to last about 3 years due to ground shift.
 - The Committee called the City of OKC to ask about shoring up the gully to support a brick wall. The City said it is not the City's responsibility; it is up to the HOA.
 - Power Lift repaired Copper Creek's wall. Copper Creek's wall had a footing that rotated and that is why their wall was leaning. Power Lift said that were not sure if our posts are leaning due to ground shift, or the possibility that the wall was not built to withstand the force of wind. They recommended an engineer come out to determine the issue. This normally costs around \$400.
 - First Class Fence is the company the Board originally signed a contract with to replace the wall. The contract was for a 6 foot tall wooden fence with steel posts. The Committee members who live along the wall are wanting 7 foot or taller because the current wall is 7 foot tall. 8 foot tall is actually cheaper than 7 foot tall (due to cutting an 8 foot panel down to 7 foot) – the

quote is \$113,000. If we add brick columns every 40 feet, that quote is \$188,000. First Class Fence's warranty is 3 years. Stain every 5 years, and they estimate the fence to last about 20 years. This company also installed the wooden fences along Rose Creek and Seminole Point.

- Lifetime Fence submitted a quote for a 7 foot composite fence for \$95,000. This type of fence has a durability of 25 years, and the lighter colors do not show fade as easily. This quote does not include tear down of the existing wall, which we have received a quote from another company at \$12,800.
- Fence Pro submitted a quote for a 7 foot medium grade vinyl fence for \$61,000. However, vinyl doesn't handle wind well, and is not as durable as other materials.
- The committee is still looking at a second vinyl quote and composite quote. The members who live along the wall are very intent on keeping the current wall. They are looking at the possibility of brick columns between the current insets. Hoping to have a vote at the annual meeting, but still looking at other options. The committee is working through weekly emails, and are trying to move as fast as possible.
- First Class Fence is not giving us back our deposit because they had already prepped our panels for install. The deposit was paid because the Board was made aware of the issue and had discussed it at several meetings. The Board looked at brick wall vs. wood fence and also met with Power Lift. They made a decision to move forward and contracted with First Class Fence. Once the letters were received by the homeowners along the wall, many complaints were received, and the Board decided to take a step back and form a Committee to work on the project. The Board spoke with the HOA's attorney about the liability if the wall damages a person or property. The HOA will be held liable; however, the Board members are out of liability because they acted on good faith and were stopped by the HOA members.

Motions Approved Via Email Prior to March Meeting:

12/19/2017: Moved by Mark Grant and seconded by Mandy Lunsford to approve an explanation of the dues increase in the dues notice. The motion carried unanimously.

12/22/2017: Moved by Chris Painter and seconded by Mark Grant to approve the First Class Fence contract for the Penn wall replacement. The motion carried unanimously.

1/11/2018: Moved by Mark Grant and seconded by Chad Hoffman to approve the proposed budget for 2018. The motion carried unanimously.



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2/24/2018: Moved by Mandy Lunsford and seconded by Chad Hoffman to approve the ARC Application #2018-1. The motion carried unanimously.

Announcements

ANNUAL HOA MEETING: Monday, March 26th, 7:00pm, SilverHawk Clubhouse

Nominations for two Board member positions are open on the website at <http://www.silverhawkhoa.com/election-information.html>. The two positions will be voted on at the 2018 Annual HOA Meeting, March 26th.

NextDoor is not actively monitored by the Board. Please use the website to contact the HOA <http://www.silverhawkhoa.com/directors.html>

To report a violation, please submit the Violation Report Form:
<http://www.silverhawkhoa.com/report-violation-covenants.html>

Please join the HOA mailing list by visiting our website at www.silverhawkhoa.com and opting in on the mailing list pop up. Thank you!

Adjournment

Chris Painter moved that the meeting be adjourned, and this was agreed upon at 8:22pm.

SilverHawk HOA Secretary

From: HOA Director <director@silverhawkhoa.com>
Sent: Friday, March 09, 2018 7:25 AM
To: secretary@silverhawkhoa.com
Cc: president@silverhawkhoa.com; autumn@silverhawkhoa.com;
treasurer@silverhawkhoa.com
Subject: Re:APPROVAL NEEDED - March 1st Meeting Minutes

Approve

----- On Thu, 08 Mar 2018 20:48:55 -0800 secretary@silverhawkhoa.com wrote -----

Hello everyone,

Attached are the minutes from the March 1st, 2018 Board Meeting. This minutes will be posted to the website once approved. Please reply to all with your approval or amendments if needed.

Thank you!

Mandy Lunsford

Secretary

SilverHawk HOA Board

Call/Text (405) 208-3939

secretary@silverhawkhoa.com

SilverHawk HOA Secretary

From: HOA Treasurer <treasurer@silverhawkhoa.com>
Sent: Friday, March 09, 2018 9:10 AM
To: secretary@silverhawkhoa.com
Cc: 'Chris Painter'; Chad Hoffman; Autumn Harting
Subject: Re: APPROVAL NEEDED - March 1st Meeting Minutes

Approve.

----- On Thu, 08 Mar 2018 20:48:55 -0800 **SilverHawk HOA Secretary**
<secretary@silverhawkhoa.com> wrote -----

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Mandy Lunsford

Secretary

SilverHawk HOA Board

Call/Text (405) 208-3939

secretary@silverhawkhoa.com

Mark Grant
Treasurer
Silverhawk HOA

SilverHawk HOA Secretary

From: Chris Painter <president@silverhawkhoa.com>
Sent: Friday, March 09, 2018 11:15 AM
To: HOA Treasurer
Cc: secretary@silverhawkhoa.com; Chad Hoffman; Autumn Harting
Subject: Re: APPROVAL NEEDED - March 1st Meeting Minutes

Approved, but could you add in the announcements section that they can sign up for the email list by visiting the website?

Chris R. Painter I President
SilverHawk HOA
1322 SilverHawk Dr. | Edmond, OK | 73003

On Mar 9, 2018, at 08:09, HOA Treasurer <treasurer@silverhawkhoa.com> wrote:

Approve.

----- On Thu, 08 Mar 2018 20:48:55 -0800 **SilverHawk HOA Secretary** <secretary@silverhawkhoa.com> wrote -----

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Mandy Lunsford

Secretary

SilverHawk HOA Board

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secretary@silverhawkhoa.com

Mark Grant
Treasurer
Silverhawk HOA

SilverHawk HOA Secretary

From: SilverHawk HOA Secretary <secretary@silverhawkhoa.com>
Sent: Friday, March 09, 2018 4:53 PM
To: 'Autumn Cuellar'
Cc: 'Chris Painter'; 'Chad Hoffman'; 'Mark Grant'
Subject: RE: APPROVAL NEEDED - March 1st Meeting Minutes

Okay,

I made Autumn's changes and added the link to our website under the announcements where I asked people to sign up for the email list. I will get these minutes posted and uploaded in DropBox.

Thank you!

Mandy Lunsford

Secretary
SilverHawk HOA Board
Call/Text (405) 208-3939
secretary@silverhawkhoa.com

From: Autumn Cuellar [<mailto:autumn@silverhawkhoa.com>]
Sent: Friday, March 09, 2018 4:41 PM
To: secretary@silverhawkhoa.com
Cc: 'Chris Painter'; Chad Hoffman; Mark Grant
Subject: Re: APPROVAL NEEDED - March 1st Meeting Minutes

Hi Mandy,

Superior is actually claiming that the wall is leaning due to ground shift caused by cable companies digging near the wall (PowerLift thinks the lean may be caused because of the steep grade of the neighboring ditch). Please change the meeting minutes as such:

Penn Wall Committee Update, bullet 1:

from "Superior said that ground shift is not covered under their warranty, and that the posts are leaning because the area is too steep of a grade."
to "Superior said that ground shift, which they believe is causing the wall to lean, is not covered under their warranty."

Bullet 2:

from "This repair will last about 3 years due to the steep grade."
to "This repair is projected to last about 3 years due to ground shift."

Basically, I want people to understand that there are several different theories as to why the wall is leaning, and without a structural engineer's report we don't know for certain.

Approve everything else.

Thanks,
Autumn

----- On Thu, 08 Mar 2018 20:48:55 -0800 **SilverHawk HOA Secretary**
<secretary@silverhawkhoa.com> wrote -----

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Mandy Lunsford

Secretary

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secretary@silverhawkhoa.com