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1322 Fretz Drive • Edmond OK 73003 • [president@silverhawkhoa.com](mailto:president@silverhawkhoa.com)  
Minutes for SilverHawk HOA Monthly Board Meeting, June 2016

### **Call Meeting to Order**

A Board meeting of the SilverHawk HOA was held on June 7<sup>th</sup>, 2016 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, Lisa Slaton, Mandy Lunsford, and Mechille Calhoun. Chad Hoffman was not present. Quorum established.

Guests in attendance: William & Aarti Hartfied, Virginia Slaton, and Joshua Slaton.

### **Approval of Agenda**

Chris Painter added Variance Request for Home Based Business to New Business. A motion to approve the agenda was made by Chris Painter and seconded by Lisa Slaton. The motion carried unanimously.

### **Invitation for Guests to Speak**

- **William Hartfield: Phase 2 Common Area:**
  - William has noticed contractors continuing to dump concrete and debris in the common area. There is still a pallet of bricks and excess gravel that the developer was supposed to remove. The grass has also not been mowed south of the emergency access road due to so much debris in the area. In his opinion, the gravel road needs to be compacted so that it will last longer. Chad Hoffman will talk with Michael Love and Rodney Stephens about these issues.
  - Discussion about how to keep people from driving on the emergency access road; possibly a gate with a Knox Box for the fire department.
  - Discussion on possible improvements in Phase 2 commons; playground and/or dog park south of the emergency access road on a location that will not interfere with the pipeline easements?
  - Discussion about having a horse shoe pit west of the southern pond. Because it is in the common area, we will need to ask the insurance company what the liability for the HOA would be and if it is an option to have this in the commons.
- **Joshua Slaton: Eagle Project**
  - Joshua presented a proposal and slideshow presentation for his 2016 Eagle Project. He would like to improve the Phase 2 pond area with birdhouses, grills, tables, and benches. All items would be anchored in cement to prevent theft and to help the items withstand storms. He plans to get donations from local hardware stores, and would also like to ask the HOA and its residents for donations. All donors would leave a legacy in SilverHawk by having their name on a plaque in the improved area. The labor would be provided by local Boy Scout Troops and other volunteers, and they hope to complete the project

by September 2016. Joshua is estimating the final cost to be between \$1,500 to \$2,400. He needs an answer from the Board prior to his June 21<sup>st</sup> meeting.

### **Approval of Minutes**

The previous meeting's minutes were approved through email by Mandy Lunsford and Lisa Slaton on May 10<sup>th</sup>, Chris Painter and Chad Hoffman on May 11<sup>th</sup>, and Mechille Calhoun on May 12<sup>th</sup>. These minutes were posted to the website on May 12<sup>th</sup>.

### **Treasurer's Report**

The Treasurer's Report was presented by Lisa Slaton. She gave an update on the overall budget and Villas budget.

### **Committee Reports**

- a. **Architectural Committee (Mechille Calhoun):** Checking on unapproved additions/improvements.
- b. **Legal Affairs/Compliance Committee (Chris Painter):**
  - **Declaration:** The Board reviewed the updated draft from the attorney, and edited a few things. Once we receive the final draft back, we will meet to set the timeline and schedule for the voting process and informational meeting.
- c. **Welcoming/Social Committee (Lisa Slaton):** We have six new neighbors this month. Virginia Slaton will be delivering welcome packets and cookies/banana bread soon.
- d. **Grounds/Improvements Committee (Chad Hoffman):** not present
- e. **Pool Committee (Chris Painter):** Everything is going well.

**Old Business:** None

### **New Business**

- **Vandalism at Clubhouse:** There has been water balloon trash left all over the playground area and the exterior water faucet has been left on. Also some broken bricks in the flower beds, and chairs taken from the clubhouse. Looking into putting a lock on the exterior faucet and a storage rack for the tables and chairs. May look into purchasing some additional tables and chairs for the clubhouse; one table and up to 15 chairs have gone missing.
- **Villas Monthly Fee:** We have now received votes from 100% of the homeowners in the Villas. It was a unanimous 100% vote to decline the lawn care to have a \$50 monthly fee instead of a \$125 monthly fee. As discussed in the Villas meetings, this \$50 monthly fee will go towards the Villas road and gate maintenance and help create a surplus for future repairs/replacements. If the streets go from private to public, this monthly fee will no longer be charged after the City has taken over the streets. See Motion #1



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- **Billing for Shift Sprinkler System:** The HOA is now financially responsible for all of the Shift's expenses. Neighborhood Services needs to change the water account over to the HOA so that we can begin paying this bill starting this month. We also need to check with Michael Love about which sprinklers run on well water, and which do not.
- **Variance Request for Home Based Business:** The HOA's attorney has advised the Board that it does not have the legal authority to grant variances that go against the Covenants. Therefore, the recent request the Board has received will be denied. All current variances for home based businesses will be honored through their expiration date, but we cannot renew them after that time.

### **Main Motions**

**Motion #1:** Moved by Chris Painter and seconded by Lisa Slaton to begin the Villas \$50 monthly fee. A notice will be sent out by Neighborhood Services; the fee will be due by June 30<sup>th</sup> for this month, and due the 15<sup>th</sup> of every month starting in July. The motion carried unanimously.

### **Announcements**

The next Board meeting will not be scheduled until we have received the final draft from the attorney. We will meet at that time to set the timeline for the voting process.

### **Adjournment**

Chris Painter moved that the meeting be adjourned, and this was agreed upon at 8:26pm.

## SilverHawk HOA Secretary

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**From:** HOA Director <director@silverhawkhoa.com>  
**Sent:** Thursday, June 09, 2016 1:06 PM  
**To:** HOA Secretary  
**Cc:** HOA President; HOA Vice President; HOA Treasurer  
**Subject:** Re:APPROVAL NEEDED: June Board Meeting Minutes

Approved

---- On Wed, 08 Jun 2016 17:14:38 -0700 [secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com) wrote ----

Hello everyone,

Attached are the minutes from the June 7<sup>th</sup>, 2016 Board Meeting. Please review, and 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](mailto:secretary@silverhawkhoa.com)

## SilverHawk HOA Secretary

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**From:** HOA Treasurer <treasurer@silverhawkhoa.com>  
**Sent:** Thursday, June 09, 2016 4:00 PM  
**To:** secretary@silverhawkhoa.com  
**Cc:** Chris Painter; Mechille Calhoun; Chad Hoffman  
**Subject:** Re: APPROVAL NEEDED: June Board Meeting Minutes

Approve.

Sent from my iPhone

On Jun 8, 2016, at 7:14 PM, SilverHawk HOA Secretary <[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)> wrote:

Hello everyone,

Attached are the minutes from the June 7<sup>th</sup>, 2016 Board Meeting. Please review, and 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](mailto:secretary@silverhawkhoa.com)

<20160607 Board Meeting Minutes.pdf>

## SilverHawk HOA Secretary

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**From:** Chris Painter <president@silverhawkhoa.com>  
**Sent:** Thursday, June 16, 2016 2:38 PM  
**To:** secretary@silverhawkhoa.com  
**Cc:** Mechille Calhoun; Lisa Slaton; Chad Hoffman  
**Subject:** Re: APPROVAL NEEDED: June Board Meeting Minutes

Approve.

Chris R. Painter | President  
SilverHawk HOA  
405-412-5718

On Jun 8, 2016, at 19:14, SilverHawk HOA Secretary <[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)> wrote:

Hello everyone,

Attached are the minutes from the June 7<sup>th</sup>, 2016 Board Meeting. Please review, and 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](mailto:secretary@silverhawkhoa.com)

<20160607 Board Meeting Minutes.pdf>

## SilverHawk HOA Secretary

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**From:** mechille calhoun <msmechille@hotmail.com>  
**Sent:** Monday, June 27, 2016 6:50 PM  
**To:** Secretary  
**Cc:** Vice President Hoa  
**Subject:** Re: Minutes approval

Approved. Still don't have password to our website

Sent from my iPhone

> On Jun 27, 2016, at 2:23 PM, Secretary <[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)> wrote:

>

> Hi Mechille,

>

> Can you please review the minutes from our last board meeting and reply to all with your approval or amendments if needed?

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> Please let me know if I need to send the minutes to you again.

>

> Thank you!

>

> Mandy Lunsford

> SilverHawk HOA Secretary

>

> Sent from my iPhone

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