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1322 Fretz Drive • Edmond OK 73003 • president@silverhawkhoa.com  
Minutes for SilverHawk HOA Monthly Board Meeting, November 2016

### **Call Meeting to Order**

A Board meeting of the SilverHawk HOA was held on November 1<sup>st</sup>, 2016 at the SilverHawk Clubhouse. It began at 7:34 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, Chad Hoffman, and Mandy Lunsford. Mechille Calhoun was not present. Quorum established.

Guests in attendance: Virginia Slaton and William Hartfield

### **Approval of Agenda**

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 unanimously by all voting members in attendance.

### **Treasurer's Report**

- **2017 Budget:** Presented by Lisa Slaton
- **2017 Dues:** Dues will stay the same for 2017 at \$320 (See Motion #1) Dues will be due on February 15<sup>th</sup>; if not paid by March 15<sup>th</sup> a lien will be filed. The Villas yearly dues will drop to \$320 like the rest of the neighborhood. Villas homeowners will continue paying the \$50 monthly fee until the streets have been taken over by the City.
- **Money for Pool:** Motioned by Lisa Slaton to transfer \$40,000 to the pool money market account. This would give us \$60,000 saved so far for the pool. Tabled to December meeting.

### **Committee Reports**

- a. Architectural Committee (Mechille Calhoun):** Not Present
- b. Legal Affairs/Compliance Committee (Chris Painter):**
  - **Declaration Filing:** Everything has been handed over to Matthew Winton. He will be filing the new Declaration with the City of OKC.
  - **Handling of Fines:** Beginning to work on a draft of procedures for the Board and future Boards to follow.
  - **Barking Dogs:** A neighbor has complained about dogs being left outside from 6:00am to 10:00pm every day and are constantly barking. This is considered a nuisance to the neighborhood. The Board will look into this situation further before taking any action.

- **Dogs Running Loose:** Many neighbors have complained about some dogs that are continuously running loose through the neighborhood. This is considered a nuisance to the neighborhood, and the Board will be looking into the situation.
- **Trailer in Village:** An empty boat trailer has been sitting in the driveway for about 2 months. The property is a rental, and the Board will be in contact with the landlord as soon as possible.
- c. **Welcoming/Social Committee (Lisa Slaton):** No report
- d. **Grounds/Improvements Committee (Chad Hoffman):**
  - **Landscaping Company:** Spoke with the company about a bid for 2017 mowing and fertilization/weed control. Discussed selling plants/flowers to the entire neighborhood at cost. Will also spray fertilizer at cost. Suggested a January pre-emergent with crabgrass destroyer.
  - Discussed the broken sprinkler system pipe near the 178<sup>th</sup> entrance. Damage was done by the company building the bank. Chad will be in contact with the company to resolve the issue.
  - Discussed having the landscape company install Christmas lights at both entrances
- e. **Pool Committee (Chris Painter):** No report.

#### Old Business:

- **Brick Wall on Penn:** Scheduling a meeting with the contractor to discuss options for repair or replacement.
- **Playground Safety Concern:** Suggested by a neighbor to install a fence between the playground and the road. Other suggestions were to install benches between the street and playground (the benches would face the playground.) Issue is tabled until we redo the pool area; we may be moving the playground to another location at that time.

#### New Business:

- **Update on Eagle Project (Pipeline & Concrete):** Everything has been ordered and will arrive in 4-6 weeks. Ordered 4 benches and 2 tables. Spoke with pipeline company; everything must stay at least 25 feet away from the pipelines. Jeff Click has offered to pour the concrete pads for free.
- **Wetlands from Michael Love:** Scheduling a meeting to walk the area and see the plat map before accepting the area into HOA possession.
- **Committee Formations:** Would like to set up the following new committees in the near future: Declaration Amendment, Pool Replacement, and Nomination. We will need more neighbor volunteers to fill these committees.
- Discussed contacting the City to add more street lights in the Shift area. Also discussed installing solar lights on tall poles around the pond walking paths.
- Villas Roads Update: The City of OKC is sending out a surveyor. The City will also be scheduling a meeting with the Villas homeowners, and a City Official will go over the process of taking over the streets. Neighborhood Services



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will start charging the gate management fee on a monthly basis starting in January, so that we can cancel that at any time. There is about \$5,000 in the Villas reserve account to help offset the costs to get the City to take over the roads.

- 2017 Annual Meeting: January 10<sup>th</sup> at 7:00pm in the SilverHawk Clubhouse. We would like to collect emails at the meeting for a neighborhood newsletter.
- Discussed going from monthly meetings to quarterly meetings (See Motion #2.)

#### **Main Motions:**

**Motion #1:** Moved by Lisa Slaton and seconded by Chris Painter to keep the yearly HOA dues at \$320 for 2017. The motion carried unanimously.

**Motion #2:** Moved by Chris Painter and seconded by Mandy Lunsford to go to quarterly meetings beginning in March 2017. The motion carried unanimously.

#### **Announcements**

The Annual HOA Meeting will be held in the SilverHawk Clubhouse at 7:00pm on Tuesday, January 10<sup>th</sup>.

The 2017 dues will be \$320 for all homeowners: due on February 15<sup>th</sup>; will be considered late if not received by March 15<sup>th</sup>.

#### **Adjournment**

Chris Painter moved that the meeting be adjourned, and this was agreed upon at 8:54pm.

## SilverHawk HOA Secretary

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**From:** Chris Painter <president@silverhawkhoa.com>  
**Sent:** Wednesday, December 07, 2016 3:15 PM  
**To:** secretary@silverhawkhoa.com  
**Cc:** Mechille Calhoun; Lisa Slaton; Chad Hoffman  
**Subject:** Re: Approval Needed: November Meeting Minutes

Approve

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

On Dec 6, 2016, at 21:34, SilverHawk HOA Secretary <[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)> wrote:

Hello all,

Attached are the minutes from the November 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)

<20161101 Meeting Minutes.pdf>

## SilverHawk HOA Secretary

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**From:** HOA Director <director@silverhawkhoa.com>  
**Sent:** Wednesday, December 07, 2016 3:33 PM  
**To:** president@silverhawkhoa.com  
**Cc:** secretary@silverhawkhoa.com; vice.president@silverhawkhoa.com;  
treasurer@silverhawkhoa.com  
**Subject:** Re: Approval Needed: November Meeting Minutes

Approved

----- On Wed, 07 Dec 2016 13:15:14 -0800 [president@silverhawkhoa.com](mailto:president@silverhawkhoa.com) wrote -----

Approve

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

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Thank you!

*Mandy Lunsford*

Secretary

SilverHawk HOA Board

Call/Text (405) 208-3939

[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)

<20161101 Meeting Minutes.pdf>

## SilverHawk HOA Secretary

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**From:** HOA Treasurer <treasurer@silverhawkhoa.com>  
**Sent:** Friday, December 09, 2016 7:38 PM  
**To:** secretary@silverhawkhoa.com  
**Cc:** Chris Painter; Mechille Calhoun; Chad Hoffman  
**Subject:** Re: Approval Needed: November Meeting Minutes

Approve.

Sent from my iPhone

On Dec 6, 2016, at 9:34 PM, SilverHawk HOA Secretary <[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)> wrote:

Hello all,

Attached are the minutes from the November Board meeting. Please review and reply to all with your approval or amendments if needed.

Thank you!

*Mandy Lunsford*

Secretary  
SilverHawk HOA Board  
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