

Two Forty Place Association HOA June 2019 Monthly Board Member Meeting | MINUTES

June 26, 2019 | 3:00pm | Two Forty Place Townhomes

Meeting called by	William Mills - President	William Mills - President
Type of meeting	Monthly Board Meeting	Talitha Falconer – Vice President
Facilitator	William Mills - President	Betty Ramos – Secretary and treasurer
Note taker	Betty Ramos – Secretary/ Treasurer	Deborah Goen – Assistant Secretary Michael Falconer – Committee Chairman
Timekeeper	Talitha Falconer - VP	

Roof Report:

1. Approximately 8 condos have roof leaks that have been reported. Mike Hedinger owner of Hedinger Roofing has sent in a proposal to repair the fireplace chases \$750 each (includes siding, paint, flashing) to add firewall and fireplace flashing \$275-\$500 each, and roof repair such as damaged shingles \$225-\$375 each. The total would be around \$84,500. Black Thunder Roofing sent a bid stating \$1100 per chimney which would be around \$57,200 and this amount does not include firewall and roof replacement. Statewide Roofing had technical difficulty submitting bid with pictures and will had deliver bid on June 28th.
2. 822 is in need of a mason to repair the chimney (priority #1)
3. Vents for the roof (priority #2)

Motion was made by Deborah Goen to keep getting bids from other companies, second Talitha Falconer and to make the chimney repair on 822 the first priority the roof vents - all approved

Insurance:

1. Pool was removed from the State Farm Insurance Policy on May 29, 2019 and there will not be a refund for premium for past years (2009 - 2019).
2. Pool house is covered for fire and hail.
3. Additional evaluation of current policy will continue.

Motion was made by William Mills to shop around for insurance pricing for the condos, second Talitha Falconer - all approved

Mailboxes

1. HOA BOD approved a front loading 11 to 12 door mailbox to replace the old ones and add a structure to house them.
2. Budget for the project - \$20K (with metal boxes and structure combined)
3. Talitha to get contractor bids

Motion was made by Betty Ramos to replace mailboxes and add structure around it - total budget \$20K, second Talitha Falconer - all approved

Community Safety

OG&E Street Light Project

1. OG&E lighting and pole locations were determined and 4 new street lights will be added to the property increasing the electric bill approximately \$23.00 per month
2. Talitha will submit the map with pole locations to OG&E
3. Project to Start September 2019

Motion was made Talitha Falconer to determine pole locations for 4 new street lights and to send the pole locations on the community map to OG&E increasing the current bill by approximately \$23.00 per month. Second Deborah Goen. All approved

Walkway Lights

1. Add 5 new LED sidewalk lights and get bids to replace the current ones

Motion was made by Deborah Goen, second Michael Falconer - all approved

Garage Lights

1. BOD approved a Honeywell 5000 Lumen LED Utility Light - Grey (\$39.98 at Sam's Club) it that must be installed by licensed electrician at the homeowner's expense.
2. The light will remain with the condo.
3. HOA will not maintain it.
4. Approved electrician by BOD will be only electrician allowed to install.
5. Flyer will be handed out at the quarterly meeting.

Motion was made by Betty Ramos on a standard garage lights, second Deborah Goen - All Approved

Security Gate

Get bids on a security gate that have a code for each unit (similar to what storage units use)

Community Security System

1. Get bids on a community camera security system

Motion made by Deborah Goen, second Michael Falconer - All Approved

Water Concerns

1. Betty Ramos will call the City of OKC to see who is causing the water to drain behind condos 841-829
2. BOD voted to ban washing cars/trucks in the community using community water
3. BOD voted to ban the use of water sprinklers
4. In first 6 months of this year the water bill for the community has almost reached previously set budget for entire year.

Motion was made by Deborah Goen to ban washing vehicles on the property and water sprinklers for lawns in hopes to reduce the amount of water being used. A second by Betty Ramos - All Approved

Wall/Fence Replacement

1. Get bids for repair/replace

Speed Bumps

1. Residents would like to see the speed bumps reinstalled on the property due to speeding
2. Get bids/styles

Common Area

1. Send a letter to all units explaining what a "Common Area" is and what it can and cannot be used for and how it is to be used

Motion was made by Talitha Falconer and second by Betty Ramos -All Approved

Dog Park

1. Add city ordinance sign to the Dog Park
2. Change the name to "240 Place Community Park"
3. No glass bottles
4. No tobacco
5. Draft rules will be completed at the next BOD meeting
6. Add the new rules in the newsletter

Motion was made to change the name of the dog park and to add additional rules by Talitha Falconer, second William Mills - All Approved

Landscaping

1. After evaluating 5 bids, Express Professional Service is the new landscaping company - start date July 5th, 2019
2. Monthly payment \$1,091.66 for lawn care, shrub trimming, spot spray and winter clean up
3. Tree removal - Express Professional Service will be removing 4 big trees between 808-819 and several pines in August and September. This is an ongoing additional expense.

Motion was made by William Mills to hire Express Professional Service as the new landscaping company and to have them remove trees that are affecting the sewer drainage pipes, foundation of building, sidewalks, and exterior of building from being too close to the building. Also include the OG&E Street Light project, second Betty Ramos - ALL Approved

Pest Control

1. After evaluating three bids, the new pest control company is Massey Services Inc. - they will be treating termites for the property
2. Survey home owners that have mice for possible exterior rodent control.

Motion was made to hire a new pest control company and terminate the contract with Terminix and to survey home owners that are experiencing mice by Betty Ramos, second Michael Falconer - All Approved

Management Company

1. Terminate contract with management company at the end of the year and hire Hutchings Alliance in January 2020 saving HOA \$3,600 per year.

Motion made by Betty Ramos, second Deborah Goen - All Approved

Accounts in Collection

1. Turn 3 past due accounts over to collections and send out letters to anyone owing HOA dues
2. A new past due threshold was passed where any HOA account that is \$600.00 overdue will be sent to attorney for collection.

Motion made by Deborah Goen, second Michael Falconer - All Approved

Car Parking

1. Address the OKC Ordinance for cars that are parking in the fire lane in the July newsletter

Satellite Dishes

1. Condos that have satellite dishes in their yards or on roof will be getting a letter from the BOD expressing their concerns and enforcement of original by-law will begin.

Window

1. A letter from BOD to homeowners about partnership with Andersen Windows that allows homeowners to obtain specific discounts they can't get elsewhere.

Motion - Talitha Falconer second William Wills

Property Manager Cell Phone

1. Motion to get the property manger a cell phone and an all in one printer, copier, fax, scanner - Betty Ramos, second Deborah Goen - all approved

HOA Attorney

1. Motion made to hire Don Pope as the new attorney for Two Forty Place HOA - Betty Ramos, second William Mills - all approved

Newsletter

1. BOD discussed finding out how each homeowner would like to receive the monthly newsletter (mail or email) to save money on monthly postage fees.

Community Garage Sale

1. A one-day community wide garage sale on September 21st that the BOD will facilitate. Motion Talitha Falconer - second Betty Ramos

Body Cam for Property Manager

1. Motion William Mills - second Deborah Goen
2. Letter from Don Pope to homeowner that has a tenant that has been harassing property manager.

Adjourn 8:30 pm - William Mills