

OAK FOREST PROPERTY OWNERS ASSOCIATION BOARD MEETING

AGENDA AND MINUTES

Meeting Date: March 30, 2006

Time: 7:00 – 9:30 p.m.

Facilitator: Richard Bischoff

Recorder: Margie Laughlin

Location: Patty's home

	Name	Organization/Role
X	Richard Bischoff	President
	Skip Gibbons	Board Member
X	Paul Gravett	Treasurer
X	Margie Laughlin	Secretary
X	Rick Patty	Board Member
X	Phil Suitt	Vice-President
	Arlis Walker	ACC
X	Chris Gravett *	ACC
X	Jeff Sadler *	Guest
X	Noel Rodriguez *	Guest
X	Cindy Laughlin *	Guest

* Indicates optional attendance, guest, or special invitation

AGENDA:

Nbr.	Topic	Time Frame	Responsible
1.	Roll call and Agenda Review	5 Min	Margie Laughlin
2.	Review Minutes and Actions from Previous Meetings	0 mins	Margie Laughlin
3.	Treasury Report	10 mins	Paul Gravett
4.	Water Update	15 mins	Phil Suitt
5.	ACC Update	60 mins	Richard Bischoff
6.	Speeding at Night	10 mins	Noel Rodriguez
7.	Web Site	10 mins	Rick Patty
8.	Front Entrance	15 mins	Richard Bischoff
9.	Meeting Wrap-up	1 mins	Richard Bischoff

ANNOTATED AGENDA & MINUTES:

Topic 1 – Roll Call and Agenda Review

Purpose: *Ensure that everyone who should be present is present.*

Discussion:

Topic 2 – Review Actions from Previous Meetings

Purpose: *Follow up on any actions that were to be taken from the last meeting and determine status or issues..*

Discussion:

Approved online

Topic 3 – Treasury Report

Purpose: *To get a current update of the financial condition of the POA*

Discussion:

Paul Gravett presented the treasury report and it was approved by voice vote.

- Total assets 58,887.76; Liabilities = 301.80; Balance = 58,585.96
- Dues are supposed to be due by 3/1 but the notices were not mailed until 3/1 so collection period will be longer
- Treasury report accepted

Paul raised issue as to whether the water expenses should be a loan or an expense. IRS filing on 4/15 will need to specify. Motion to classify as an expense was seconded and approved.

Topic 4 – Water Update

Purpose: *To get a summary update of activities of the Water Board and any water related issues needing attention of the POA board..*

Discussion:

- Attorney submitted a preliminary agreement. Reviewed and changes submitted to the attorney. Attorney is redrafting the agreement.
- The OF water tank has been filled and they are going to put the well on line which should alleviate the 8000 gallon restriction. The well will be on line while there is water in the tank and then taken off line to refill the tank. Will cycle in and out of being on line.
- 8000 gallon restriction is based on an 800,000 gallon limit imposed for Oak Forest by Hays City multiplied by 100 homes.
- We consumed 700000 gallons last month which is down from the over 800,000+ we were previously consuming.
- Margie asked for background on why we don't drill the well deeper instead of adding a new well. It is because of the depth to which we would have to drill to find the next "good" water source. Current depth is 400 feet and would have to go to 1000 feet. Water between 400 and 1000 would not be a good source due to taste. Another 400 foot well is cheaper in the long run than drilling to 1000 feet.
- Paul's motion to accept the water report was seconded and approved.

Topic 5 – ACC Update

Purpose: *To get an update as to any issues or actions of the ACC that need to be brought to the attention of the full board.*

Discussion:

- 411 Oak Forest
 - Received addendum for masonry requirement on front of house
- Wood Hollow Court
 - Titan Custom Homes building on the remaining vacant lot
- Bowman house
 - Added to the house to meet size requirements.
- Sadler
 - Phil read the letter that was drafted to be sent to Jeff that detailed the conversations and agreements. Each item was discussed:
 - Jeff agreed to add sections of fence to screen the boat until adequately screened from view from all roadways and adjacent lots. Screened is to be defined as “it cannot be seen” by a normal person under normal circumstances. Screened does not mean that one can not see any part of it from anywhere, just that a substantial effort has been made to block it from the view of normal traffic and residents.
 - Berm and lot debris issues have already been corrected to the satisfaction of the board
 - Trailers will be kept behind the rear building lines and out of sight unless being loaded and unloaded.
 - Backstop
 - Motion that adjacently owned properties are treated like a single property was seconded and passed.
 - The backstop is not a permanent structure and less than 350 square feet so no variance for it being in front of rear building line is needed.
 - Vote on whether the baseball diamond is a nuisance resulted in one vote that it is a nuisance and the remaining that it is not a nuisance.
 - Since the backstop is not a nuisance, motion that the backstop does not have to come down was seconded and passed but as a courtesy, Jeff has agreed to take it down during the off season months of October through January.
 - The opinion of most members of the board and visitors was that the backstop was an asset to the community rather than a nuisance. The only issue is the parking and Jeff has remediated that by asking his parents to park in the field rather than along the side of the road.
 - Arlis to update the letter and send to Jeff

Topic 6 – Speeding at Night

Purpose: *Noel Rodriguez discusses issue of speeding around the Woodland Oaks Trl and Mourning Dove Lane corner*

Discussion:

- Cars doing 50 or 60 miles per hour around that corner in the night time hours, especially on the weekend. Cars also cut off the corner and go through the property.
- Are speed bumps or additional signs a possibility?
 - Speed bumps have been disapproved in the past by the Fire Department as it would impede their ability to pass through the neighborhood
- Phil mentioned the Neighborhood Watch program and suggested that Noel contact Bill Pruitt. If we get license numbers, we can pass along to the Sheriff's dept and get them to visit the homes of the offenders (likely kids).
- Excess gravel in the culdesac makes the high speed inviting. Discussion of clearing the gravel and Susan Patty said she would write to Susie Carter about the gravel.
- Discussion also around the corner being cut off and cars driving through the property owners lot. Options were discussed to this issue.

Topic 7 – Web Site

Purpose: *Provide update on plans for a new web site and agree on whether to proceed*

Discussion:

- Rick Patty proposed a web site that will essentially duplicate what we have now. We don't need anything more. Driver for the new site is to eliminate the access issues people are having in accessing MSN.
- Discussion about security for the site and agreed that we still need some sort of security. Suggestion that instead of making everyone request membership, that there would be a static password (strong password) that is known by residents.
- New web site will cost around \$1000 to set up and \$10/mo thereafter. It will also require someone to do maintenance for which we have someone to do that.
- Motion to have a new web site with restricted membership was seconded and approved.

Topic 8 – Front Entrance

Purpose: *To discuss bills for the lighting and sprinkler systems.*

Discussion:

- Bill for 301.80 received for the lighting system. No issues with this bill and it will be paid.
- Sprinkler system was approved for \$200 but the bills are coming to approximately \$711. Reviewed bills:
 - 600 feet of piping and 51 heads make up a large portion of the excess billing. Need to understand what we are paying for. Where did the 51 heads and piping go? What water are we paying for?
 - Agreed that we need to invite Bob Fritz to the next meeting to discuss. Paul will invite him when he pays the \$300 for the lighting.

Topic 9 – Meeting Wrap Up

Purpose: *Recap actions and responsibilities, agree on next meeting.*

Expectation:

Discussion:

- Next meeting will be Tuesday, May 9.

FUTURE MEETING SCHEDULE

Date	Time	Location	Facilitator/Scribe

FUTURE AGENDA ITEM(S)

Agenda Item	Planned Date(s)	Priority	Time	Responsible

DECISION/ISSUES LOG

Nbr	Issue or Decn	Open Date	Issue Description	Assigned	Target Date	Closed Date

ACTION ITEMS

Open Action Items

Nbr	Create Date	Action Item	Assigned	Target Date	Closed Date

Closed Action Items

AINbr	Create Date	Action Item	Assigned	Target Date	Closed Date
A1	2/16/06	Draft letter about the water conservation	Rick/Paul	2/18/06	3/30/06