

**The Vineyard Association, Inc.
Board of Directors Meeting (Quarterly)**

LOCATION: The Vineyard Mill House; 108 Nantucket Boulevard, Norman, OK
DATE: April 17, 2018
TIME: 7:00 p.m

MINUTES

I. CALL TO ORDER:

The meeting of the Board of Directors was called to order at 7:02 p.m.

In attendance:

Directors & Officers: David Westman (Outgoing President); Jamie Pybas (Secretary); Phil Browder; Patricia Tramel; Bill Scanlon; Carol McCurdy; Doug Shelton; Terry Bryce

Committee Chairs/Members: Stacy Shelton (Architecture and Neighborhood Watch); Will Mattoon (Covenant Enforcement); Mark Druckenmiller (Maintenance); Rob Campbell (Neighborhood Watch); John Wetz (Landscaping); Bill Fiaconne (Neighborhood Watch); Joe Hylton (Landscaping)

II. OLD BUSINESS- READING AND DISPOSAL OF UNAPPROVED MINUTES:

- October 26, 2017, Minutes
- February 1, 2018, Minutes

Action: Tricia Tramel moves to approve the minutes of the October 26, 2017, and February 1, 2018, quarterly meetings; Carol McCurdy seconds; and all in favor.

III. NEW BUSINESS:

- Election of New Officers- President, Treasurer, Vice-President, and Assistant Secretary Positions

Action: Phil Browder nominates Terry Bryce for the vacant position of Treasurer; Bill Scanlon seconds, all in favor.

Jamie Pybas nominates Doug Shelton for the vacant office of President; Carol McCurdy seconds, all in favor.

Bill Scanlon nominates Phil Browder for the vacant position of Vice-President; Carol McCurdy seconds, all in favor.

David Westman nominates Carol McCurdy for the vacant office of Assistant Secretary; Tricia Tramel seconds, all in favor.

- Officers for 2018 Vineyard Association, Inc. Board of Directors are as follows:

Doug Shelton, President

Phil Browder, Vice-President

Terry Bryce, Treasurer

Jamie Pybas, Secretary

Carol McCurdy, Assistant Secretary

IV. COMMITTEE REPORTS:

A. Neighborhood Watch:

The Committee will consist of Chairman Rob Campbell and members Stacy Shelton and Bill Fiaccone. Stacy Shelton indicated that two more sets of magnetic signs would be ordered for the member's vehicles.

Bill Scanlon informed the Board that recent cleanup efforts of our HOA property along the Woodcrest Creek, organized by Ward 6 Council Member Breea Clark in conjunction with the Woodcrest Creek neighborhood, produced 1200 pounds of junk and debris which was collected by the City of Norman. During that project, an unauthorized campground was discovered in the creek area. Bill suggested the Neighborhood Watch should patrol this area on foot occasionally in addition to the routine vehicle patrols.

Bill Scanlon also suggested that the Association hire off-duty Sheriff's deputies or other private security for the upcoming prom season, as well as posting "No Parking" signs along the entryway bridge to deal with the inevitable picture-takers.

Action: Carol McCurdy moved to purchase two additional sets of magnetic signs at a cost not to exceed \$200. Bill Scanlon seconded, all approved. Phil Browder moved to allocate \$200 to hire off-duty officers to handle the influx of visitors to the neighborhood during the upcoming Norman prom on Saturday, April 28, 2018. Doug Shelton

seconded, all in favor.

B. Covenant Enforcement:

David Westman reported that a compliance letter was sent to a homeowner on Millbury Road regarding a basketball goal erected on the property in violation of Article XVI of the Covenants, which states, “No basketball goals or courts may be placed or constructed on the front of any house, or garage, or on stationary poles or platforms in the front of any house or on the side yard of corner lots. The homeowner is refusing to remedy the problem, asserting that the portable basketball goal is not a violation of this covenant. The Board discussed the possible interpretations of the language of the covenant in question and all agreed the homeowner was in violation.

Action: Board members proposed setting up a meeting between President Doug Shelton and Vice-President Phil Browder with the homeowner to discuss the issue. Doug Shelton will schedule this meeting and report back to the Board with the results. If further action is warranted, the Board will discuss via email and meet in person on the matter if necessary.

Phil Browder indicated that his wife, Lauren Browder, was volunteering to serve on the Covenant Enforcement Committee. Phil stated that he routinely walks the neighborhood and has noticed several ongoing covenant violations, including unkempt yards and flowerbeds.

Action: Committee members will be updating the violation/compliance letter and compiling a list of infractions for presentation and consideration by the Board at a later date.

C. Architectural Control Committee:

Stacy Shelton will chair the Committee, along with members Curtis McCarty, Lori Jervis, and John Short. Nothing further to report.

D. Landscaping:

John Wetz will assume duties as Chairman of the Committee with members Joe Hylton and Mark Druckenmiller. Stacy Shelton reported that the HOA currently has a \$600 credit with Marcum’s Nursery after the Australian pine planted near the gazebo last year died and was removed. Stacy Shelton recommended using these funds to hire Arborist Lloyd Borden to have the replacement trees and plants properly planted. Crape myrtles will be purchased to replace the two redbuds trees

that died and were removed from the flowerbed surrounding the front entrance sign. Stacy reported that the perennials planted last year are doing well. A discussion was had on what plants would be suitable for the roundabouts. A suggestion was made to plant drought resistant fountain grass and line the beds with river rock pebbles. Board members discussed what other alternatives could be planted in the area lining the Tisbury Creek to screen the concrete embankment. Mark Druckenmiller reminded Board Members that funds had previously been approved to line the creek bed with rock and level and re-sod the area along the creek up to the walking bridge. Mark suggested planting red-tipped Photinias along the banks. Stacy Shelton recommended against them, pointing out they can grow to heights of 20 feet and need sun to thrive. She suggested planting various shade grasses along the area.

Joe Hylton recommended painting the inside of the letters on the front entrance sign with concrete stain to make them more visible.

Action: The Board approved using the Marcum's credit to hire the arborist to advise on and supervise the planting of replacement plants and trees. Joe Hylton will prepare a sample of the concrete paint he is proposing to use on the letters of the Vineyard entrance sign and send it to Board Members for discussion.

E. Maintenance:

1. Railroad Tie Replacement in Mill Pond Area: Committee Chairman Mark Druckenmiller reported that there were approximately six more railroad ties in need of replacement in the Mill Pond area. He estimated the replacement would cost between \$300 and \$500.

Action: Tricia Tramel moved to approve \$500 for replacement railroad ties in the Mill Pond area; Bill Scanlon seconded; all approved. Mark Druckenmiller will arrange with appropriate contractors to purchase and install replacement ties.

2. Water Wheel Repair: Mark Druckenmiller reported that he is currently working with Curtis McCarty to diagnose the problem with the failure of the Water Wheel to rotate. Mark has determined that the wheel is not seized up so it does not appear to be a major problem.

Action: Mark Druckenmiller will continue efforts to determine the reason for the malfunctioning Water Wheel and report back to the Board with an estimate for repairs once obtained.

3. Repair/Removal of Walking Bridge on South Border of Phase II: Mark Druckenmiller reported that the footbridge over Tisbury Creek connecting the sidewalk adjacent to the detention pond south of Phase I to the sidewalk in Phase II is in disrepair and will eventually need to be removed or replaced. The footings are eroding and the railings are inadequate. Mark reminded Board Members of previous discussions concerning needed repairs but noted that Board Members advised against repair expenditures on the basis that the City might eventually tear the bridge down to make way for flood control efforts. Several Board Members recognized that closure of the bridge will undoubtedly upset many homeowners. Board Members unanimously agreed, however, that the bridge should be immediately barricaded and permanently removed by July 1, 2018, due to the safety hazard it poses.

Action: Phil Browder moved to purchase boards to barricade both sides of the walking bridge at an estimated cost of \$100. Tricia Tramel seconded the motion; all in favor. Mark Druckenmiller will barricade both sides of the bridge with 2x4s, obtain an estimate for tearing down the bridge, and report back to the Board.

4. Sod Restoration in Gazebo Common Area: Mark Druckenmiller reported that all the sod disturbed during the City sewer repair project has now been satisfactorily replaced.

5. Gazebo Creek Restoration Project: Mark Druckenmiller reminded the Board that this particular project was approved last fall at an estimate of roughly \$10,000. The project will entail extending the stone riprap from the point at which the City sewer repair ended to the walking bridge over the creek along Nantucket Boulevard. New fescue sod and soil will be placed to cover the exposed tree roots along the creek banks. The project is scheduled to begin in the next few weeks, weather permitting.

6. Repair of Broken Fence Posts: Mark Druckenmiller reported that all the broken fence posts around the front entrance have now been replaced.

F. Newsletter:

Bill Scanlon reported that the following items are requested to be included in the next Newsletter:

1. Reminder to abide by covenants and restrictions, including submission of new fencing/roofing projects to Architectural Control Committee, approval of tree removal or major pruning projects, and reminder that polycarts are not to remain visible from the street after the day of trash collection.

2. Announcement of the election of three new members of the Board of Directors and election of vacant offices of President, Vice-President, Treasurer, and Assistant Secretary as well as the appointment of new committee members and a solicitation for volunteers for the various HOA committees.
3. Announcement of five new “Private Property, No Trespassing” signs along HOA common areas and encouragement of homeowners to report trespassers to police.
4. Announcement of the immediate closure of the footbridge over Tisbury Creek and ultimate plan to permanently remove the bridge for safety reasons.

V. FINANCES:

Newly elected Treasurer Terry Bryce will meet with outgoing Treasurer Janice Short and report back to the Board on the current financial status of the Association at the next quarterly Board Meeting. Bill Scanlon provided receipts for reimbursement for landscaping materials and refreshments purchased for the 2018 “Big Event.” Mark Druckenmiller reported that Pitzer’s landscaping contract was up for renewal and bids had been sent out. He will submit the proposals to the Board for approval as soon as they are received.

VI. ADJOURNMENT:

Terry Bryce moved to close the quarterly meeting; Tricia Tramel seconded; and all approved.
MEETING OF THE BOARD ADJOURNED AT 9:33 P.M.