

TAMARAC Home Owners Association

October 24, 2021 ~ Annual Meeting Minutes

Meeting Held: Outdoors at Leo Holley's Home -- 13050 E. 28th Place

Time: 3:00 p.m. to 4:26 p.m.

Members in Attendance: Ellen Wilks, Pam Inkster, Joan Magnuson, Leo Holley, Doug Snell, Yvonne Thomas, Sam Ortiz, Sonja Gatewood, Mary Varner, Thomas Barrow, Katelin Penick and Donna Adam

Proxies Voted: Mollie Coleman, Alfredo Delgado, William Johnson, Jo Kirkwood and Bernardo Ortiz

Quorum of Voting Members Present: 12 in attendance + 5 by proxy (10 required to reach a quorum)

Property Renter in Attendance: Charley Jacques

Green Country HOA Management in Attendance: Colby Henley and Curtis Henley

Welcome and Introductions

- **Board Members:** Pam Inkster, Vice-President (2008-2021), Leo Holley (2008-2021) and Ellen Wilks (1992-2016 & 2020-2021)
- **Members:** Joan Magnuson, Doug Snell, Yvonne Thomas, Sam Ortiz, Sonja Gatewood, Mary Varner, Thomas Barrow, Katelin Penick, and Donna Adam
- **Green Country HOA Management:** Colby Henley and Curtis Henley
Curtis gave an overview of Green Country's contractual role to administer Tamarac HOA:
 - Receive calls, emails and mail from members and address their needs
 - Invoice and receive dues payments, collect delinquent dues
 - Issue payment for invoiced services and supplies
 - Conduct neighborhood inspections regularly
 - ◇ Send out letters to homeowners to address violations of the *Tamarac Declaration of Covenants, Conditions and Restrictions*
 - Oversee maintenance projects and repairs

2021 Accomplishments

- Transitioned Tamarac administration to Green Country HOA Management
 - Delinquent Dues are being collected for 2021 and previous years. This process has included legal actions such as lien filings, Small Claims Court law suits, asset hearings, and a property foreclosure filing.
- Neighborhood Entrance Facelift
 - Light poles sanded and painted, new timers installed, light brightened with new globes and bulbs
 - Two new trees planted to replace ones lost in storms
 - Existing trees and crape myrtles trimmed
 - Monument stucco repaired and painted
 - Entire fence along 129th E. Ave. power washed and sealed on both sides with two coats
- Re-stripped Fire Lanes in all 13 cul-de-sacs owned by Tamarac HOA
- Tamarac Launched a Website **tamarac-hoa.com**
 - Online dues payment, important Tamarac documents, helpful information and contacts, upcoming neighborhood events, FAQs (Frequently Asked Questions), and photos are included.
- Free Dumpster Weekends
 - December 4 thru 7, 2020 and June 4 thru 7, 2021
 - The next one will be in December.

Treasurer's Report

See the posted "2020 thru 2022 Budget Summary" document presenting Income, Expenses and Bank Account Balances:

- 2020 Actual Expenses
- 2021 Working Budget and Actual Expenses through September 2021
- 2022 Proposed Budget

These budgets were presented verbally by Ellen Wilks. Questions and inquiries were invited.

Leo Holley motioned and Pam Inkster seconded to adopt the proposed 2022 Budget as presented in the attachment. The motion was approved unanimously.

See the posted 2022 Budget adopted October 24, 2021

By-Laws of Tamarac Home Owners Association Inc.

Ellen Wilks explained the difference between the Declaration of Covenants, Conditions and Restrictions (CCRs) of Tamarac Home Owners Association and the By-Laws of Tamarac Home Owners Association, Inc.

The By-Laws create the HOA Board structure and framework for action. The CCRs lay out the rules of the neighborhood for the Board to enforce.

Proposed written revisions to the original 1980 By-Laws were introduced by Ellen Wilks. Input was sought from the members.

- Leo Holley motioned and Pam Inkster seconded to adopt the Proposed 2021 By-Laws as presented. The **2021 By-Laws** were unanimously adopted by the members in attendance.
 - The Board size is now a minimum of 3 and a maximum of 5 members (*it was 9*).
 - Liens will be filed in September on properties with unpaid current year dues.
 - Uncorrected Declaration CCR violations are subject to fines.
 - The By-Laws may be amended by a 2/3 vote of the Board.
 - See the posted "**Summary of 2021 By-Laws Revisions**" document for more detail.
 - See the posted "**2021 By-Laws**" filed with Tulsa County Clerk on November 12, 2021 Document Number 2021130478.
- A proposed Amendment to the 2021 By-Laws titled "**Fines for Violations of the Tamarac Declaration of Covenants, Conditions and Restrictions**" was introduced by Ellen Wilks. Input was sought from the members.

Leo Holley motioned and Sonja Gatewood seconded to adopt the amendment as written. The members unanimously adopted the **Amendment to the 2021 By-Laws: Fines for Violations of the Tamarac Declaration of Covenants, Conditions and Restrictions** effective November 1, 2021.

- First Notice usually \$0 fine
- Second Notice \$10 to \$100 fine
- Third Notice \$20 to \$200 fine
- Each Notice Thereafter \$100 to \$450 fine
- Total may not exceed \$500 for each violation
- Fines may be appealed, if the fine is paid and the appeal is submitted within 10 days of the receipt of the 2nd notice. If the Board upholds the appeal, the fine will be refunded.

Additional Topics Introduced by the Members

- Sam Ortiz asked for clarification regarding his request to add a 2nd story balcony to the back of his home. The proposed balcony is not a part of the original architecture of the home.
 - This type of construction requires submitting detailed plans to the City of Tulsa to insure compliance with City Codes and receiving a City of Tulsa Building Permit.
 - After a City of Tulsa Building Permit is received, Sam must submit an Architectural Change Request (including the detailed plans and building materials) to Tamarac HOA. The Architectural Committee will render a decision within 3 working days.

Continued ~ Additional Topics Introduced by the Members

- Sonja Gatewood raised the issue of changing the trim color on her home from Kelly Moore oyster #26 to black.
 - Her view is that it enhances the appearance of her home.
 - The Board views it as a violation of the exterior maintenance rules set forth in the Tamarac Declaration of Covenants, Conditions and Restrictions (CCRs).
 - ◇ The Board is charged with the duty to enforce the CCRs.
 - ◇ The Board has been following the procedures for enforcement of this maintenance violation.
 - Sonja has the option of legally challenging the Board interpretation.
 - The only other avenue available to Sonja is to write an amendment to the CCRs and send it to all the Tamarac HOA members to cast a written vote. 75% of the members must submit a written vote in favor of the amendment in order to change the CCRs.
 - At the end of the discussion, Sonja committed to repaint her house trim Oyster #26 by the end of December 2021.