

Board Meeting

Tuesday, October 9, 2018

6:00pm

6000 Penn Clubhouse

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Board Members

President

Kristyn Pickering

Vice President

Mark Pahl

Treasurer

Chris Morris

Member-At-Large

Wayne Peeler

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Property

Management

Michael Biddinger

Real Estate, Inc.

12020 N. Pennsylvania Ave.

OKC, OK 73120

Phone: (405) 236-4747

Fax: (405) 752-4403

President

Michael Biddinger, Ext. 23

Office Manager

Charlotte Wylie, Ext. 25

Accounting Clerk

Angie Napolitano, Ext. 22

Property Manager

Erin Langston, Ext. 33

After Hours Emergency Line:

(405) 236-4747, Ext. 59



6000 Penn Association, Inc. Newsletter


- ◇ The **2018 Special Assessment has an unpaid balance of \$5,368.66**. There are 22 owners who have not paid their August and/or September payment. Please understand we can not make the remaining repairs unless we receive all payments.

2018 SA Units Repairs:		Remaining Repairs:
114/214A Roof & Deck	Completed & Paid	#10 Roof
14A/15 Patio Deck:	Completed & Paid	#203B Roof/Deck
206A Patio & Surround:	Completed & Paid	Selected Staircase Replacements
117/217A Roof & Deck:	Completed & Paid	

◆ **Buildings 5802 & 5804 Staircase replacement to begin by October 5, 2018.**

Accessibility still allowed, so no special arrangements are needed.

September Work Orders Submitted and Completed:

- Weekly pool cleaning and chemical checks , pool closing & winterization
- 207A– Storage door assessment. Order placed for replacement door(3-4wk ETA)
- Vine removal from exterior buildings and behind boiler room
- Unit #1 patio door repair
- Multiple common area lighting replaced 
- Coned/Caution 214A broken step (to be replaced with 2018 SA contractor)
- 209A water leak inspection (dishwasher: back-billed as owner responsibility)

- ◇ The repairs to the entry and clubhouse areas are scheduled to begin repairs the first week of October. Since we are unable to determine who caused the damage, we have to complete the repairs out of our operating expenses. Our property insurance deductible exceeds the cost of damages, so the timely payments of your monthly dues will be greatly appreciated.

- ◇ There are several owner complaints of a rats/mice infestation. Pest Control has placed baits and are working on treating the entire east end of the property. Please accept this as formal notice that a **charge of \$50/ per bag of trash will be added to your account** if found outside your door for any amount of time, regardless of size. Trash attracts rodents will **NOT** be tolerated.

- ◇ Owners/Tenants: We are receiving many complaints on the amount of interior furniture placed on the patios. **Please remove any furniture/trash off your patio area** or arrange for a donation pickup. Call property management for assistance.

- ◇ Owners/Tenants: Please take caution when passing through the gate. You risk the gate hitting your vehicle if you try to rush in behind another car. The HOA is not responsible for damages to vehicles. One car is to enter at a time.

Important Insurance Information

Owners be sure to contact your Insurance Agent and provide them with the information listed below to make sure you have the necessary coverages on your personal Insurance Policy:

Liability Insurance: This insurance is to protect you as the owner from third party claims against you personally.

Personal Property Insurance: This insurance would cover all items that are not built in the home, such as the refrigerator, furniture, art work, pictures, clothing, area rugs, electronics, jewelry and firearms.

Additional Living Expenses and HOA Dues Insurance: This insurance gives you a monthly living allowance if you are displaced from your home because of fire or other disasters; and your HOA dues can be paid for you.

Property Insurance: This insurance is for items not covered by the Association's Property Insurance Policy. These items may be installed or built into your home which exceed the cost of the "Builder's Standard Finish."

Loss Assessment Insurance: This insurance can be used on claims involving the building or common areas that exceed the HOA policy limits.

Please contact your insurance agent if you do not have all five of these insurance coverages. Your Insurance Agent can explain these coverages more completely. Please feel free to contact Michael Biddinger at 405-236-4747, ext. 23 if you would like to discuss this insurance information.

HOA Dues

Please remember that all dues are due on the 1st of each month and are late after the 20th. **After this date, a late fee will be applied.** All payments must be made out to 6000 Penn Association, Inc. and must be in the form of check or money order only. No cash will be accepted and all payments must include your address or they will be returned to you and a late fee will be applied. Checks may be dropped in the dues box on property or mailed to the following address:

6000 Penn Association, Inc.

6000 N. Pennsylvania Avenue

Oklahoma City, OK 73112



Online Payment Options

ACH and Online Payment options are also available. Log onto www.propertyokc.com. Owners click the tab "Find Your HOA" at the top of the page and scroll down the list until you 6000 Penn HOA. Once the page opens, click Pay Online. You must create an account before you can process a one-time payment or set up Monthly Auto Pay

Maintenance Procedures

- ◇ You can place your work order request by contacting your Property Manager, Erin Langston at (405) 236-4747, Ext. 33 or email elangston@propertyokc.com to have her write up the work order or place notice in the HOA box.
- ◇ Non-emergency water shut-off is scheduled for the **third Thursday of every month**. The next shutoff is scheduled for **October 18, 2018** no earlier than 9:00am. If a licensed plumber is contracted, please provide the Property Manager, Erin Langston, the plumber's name, number, and date the services have been completed.
- ◇ Please understand that we are working requests in order of priority with emergencies such as roof leaks, plumbing issues and etc. taking precedence. If you have any questions do not hesitate to contact your Property Manager, Erin Langston at (405) 236-4747, Ext. 33 or email elangston@propertyokc.com.