

NATIVE PLAINS ASSOCIATION
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December 7, 2017

Welcome to the 2017 Native Plains HOA Event. I appreciate your efforts coming. I hope you find the enclosed information useful and resourceful. Please let me know if there is any way that I can, within my scopes of work, make Native Plains a pleasant place to live.

In this packet you will find:

- My Role**
- Why a HOA?**
- Brief Descriptions of the Governing Documents for Featherstone**
- Year-to-Date Financial Statement**
- Common Communication within the HOA**
- Contact Information [info@nativeplainshoa.com]**

Again, I hope you find the time to review this information closely and retain it for future questions.

Regards,

Rob Green | Director of Community Operations

2017 Native Plains Home Owner Association Information

Below are important topics for the Native Plains HOA. Please review and let me know if you have any questions.

- I. **Rob Green Director of Community Operations main scopes of work**
 - a. As the Director of Community Operations, there are four primary scopes of work in this position.
 - i. Collect HOA Dues: send out invoices and statements collecting HOA dues. This is how the HOA operates and pays for HOA expenses.
 - ii. Request and Receive HOA Landscape Bids: receive at least three competitive bids to maintain the common area in Native Plains.
 - iii. Review Architectural Applications: receive and review lot modification forms from homeowners making changes to their home and/or home site.
 - iv. Enforce Community Covenant Violations: homeowners submit written communication of an HOA violation to the Director of Community of Operations and a ticket opens to attempt to resolve the issue.

- II. **What is an HOA and why does Native Plains have one?**
 - a. An HOA is a not-for-profit organization that is put into place to protect and preserve property values.

- III. **Homeowner Association Governing Documents**
 - a. The Association's governing documents are made up of legally binding documents that are filed at the county office.
 - i. Declarations: The real property covenants, filed with county clerk. Provides structural and use restrictions and creates the community association.
 - ii. Bylaws: The business practices of an HOA: who governs, how often, when/where/how do we meet and conduct business.
 - iii. Initial Rules: The rules flesh out the can's and cant's within the community.
 - iv. Guidelines: These are like rules except they are weighted toward structural/aesthetic restrictions.
 - b. The HOA governing documents can be reviewed at nativeplainshoa.com.

- IV. **Financial Statements**
 - a. As of 12.7.17, Native Plains bank balance is \$285.59
 - b. Ideal Homes and the Developer are also paying HOA dues for all vacant lots as well as all homes that are not occupied.
 - c. Native Plains account receivables is \$0.00.
 - d. The 2018 invoices will be sent out early January at \$250.00 and will due 30 days later.

Common Communication within Native Plains –

Below is additional information usually communicated within the HOA. I wanted to point out, some of these items are not necessarily taking place in Native Plains, it's just if they were to take place this is the information to reference.

HOA Dues – like mention above, your 2018 HOA dues will be sent out early January. When you closed you paid a pro-rated amount from the day you closed until December 31st of this year. You should have the option to pay via PayPal next year, but please note there is a minor PayPal fee included in your transaction. Or you can pay by check or money order.

Street parking: Street parking as a community. Please try your best to park in your driveway (without blocking sidewalks). The below box is a section in the restrictive covenants referring to parking in Native Plains.

2. Restrictions. The following activities are prohibited at Native Plains unless expressly authorized by, and then subject to such conditions as may be imposed by, the Board:

2.1 Parking. Parking any vehicles on private streets or thoroughfares, or parking of commercial vehicles or equipment, mobile homes, recreational vehicles, golf carts, boats and other watercraft, trailers, stored vehicles, or inoperable vehicles in places other than enclosed garages; provided, construction, service and delivery vehicles shall be exempt from this provision for such period of time as is reasonably necessary to provide service or to make a delivery to a Lot or the Common Area;

Street Parking Continued: Below is some information regarding the city and parking. If you notice any of the following you may call the **City Action Center** at <http://www.okc.gov/action/> or **405-297-2535**.

- a. The vehicle must be properly tagged and in good operating condition.
- b. The vehicle must be parked with the flow of traffic.
- c. The vehicle must not be parked such as to present a hazard to normal traffic flow.
- d. The vehicle may not be leaking oil onto the street.
- e. The vehicle must not be blocking the sidewalk.
- f. The vehicle must be parked 15' from intersection.

Also, please avoid from blocking mailboxes, in certain cases you can might be preventing someone from getting their mail. For further information, you may consult the Oklahoma City municipal Code at www.okc.gov for further restrictions, or you can call or e-mail the OKC Action Center above.

Boats & Trailers in Driveways or Streets - Boats and trailers may park in driveway on a temporarily basis. If you need to wash or repair your boat or have guest with a RV, please notify the HOA and communicate your plans accordingly. For use of trailers, please follow the same rule.

Speeding Traffic through the Community – Please observe city traffic laws and all residential speeds zones. If you observe speeding traffic, please track the following: type of car, time of day,

and area of driving. After you have gathered the above information, notify your local traffic law enforcement then notify the Director of Community of Operations.

Lawn Maintenance – During the mowing season, please maintain your lawn to comply with Native Plains community covenants. If you observe an un-kept lawn, you may submit a violation on nativeplainshoa.com. The text box below is pulled from the covenants:

Section 5 Maintenance and Repair.
5.1 Maintenance of Lots.

Each Owner shall maintain such Owner's Lot, including all landscaping and improvements comprising the Lot, in a manner consistent with the Native Plains Governing Documents, Native Plains-Wide Standard and all applicable covenants, unless, such maintenance responsibility is otherwise assumed by or assigned to the Association pursuant to any Supplemental Declaration or other declaration of covenants applicable to such Lot.

HOA accountability – Any homeowner from the Native Plains HOA is always welcome to schedule an appointment with the Director of Community Operations to discuss HOA matters. For example, to view funds that are spent and allocated as well as enforcement upon Native Plains Community Covenants.

Reporting violations – To report a violation in Native Plains, e-mail info@nativeplainshoa.com, provide as much detail as you can. If you recognize the violation falls under city code, call **OKC action center: 297-2535**

Reporting Street Lights Repairs – To turn in a street light repair request: you can either call OG&E at 405-272-9595 or e-mail at CUSTCAREDEPT@oge.com or provide the address of the light or the closest intersection. I would advise asking for a case number in return for follow up purpose.

Reporting Entry Sign Lights Repairs – Please contact HOA at info@nativeplainshoa.com.

Reporting Street Repairs – If you observe a pothole or a major crack in the street, you may contact the OKC Street Maintenance Department pothole hotline 405-631-1111 and provide exact address of crack and pothole.

Dog Barking and Leash Laws – The Association may correspond with a resident if a dog is barking , but the best thing to do is contact Oklahoma City Animal Welfare or the Okc Action Center. Animal Welfare contact information 405-297-3100 and The Action Center is 405-297-2535 and the same for all pets being leashed located in the common areas.

Lot Modification (DRB's) – If you would like to add a shed, shelter, new roof, or installing a pool or additional landscaping. Please check your guidelines in the Governing Documents. Then you need to fill out a DRB form on the website.

Compliance and Enforcement – When the HOA makes note of a violation, written notice is sent out. If the homeowner fails to respond and not comply with the covenant and restrictions, then

through procedural efforts the HOA eventually may impose monetary fines which shall constitute a lien upon the unit or take litigation measures on lot owner at owner's expense.

Tree Replacement Project in Common Areas – Seasonally, the HOA will flag common area dead trees located in common areas. Then we will replace all dead trees accordingly.

Homeowner Trees – Residents are required to have two living trees within the front yard. The HOA conducts Residential Tree Audits seasonally. Future communication will be sent out to all homeowners that have dead tree(s) or missing their tree(s). If homeowners fail to comply with the HOA guidelines, then enforcement will be applicable. Please remember to fill out a DRB form for trees outside the list we plan to provide.

Rob Green | Director of Community Operations
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