

**OAK PARK TOWNHOMES ASSOCIATION**

Board of Directors Meeting

October 14, 2019

Board Members/Sterling Management Representative present:

Erik Schirmer, President/Treasurer

Karen Romero, Vice President

Jessica Machado, Board Member

Samantha Linam, Sterling Management Group

**1. Call to Order:**

Erik called the meeting to order at 6:01 p.m.

**Approval of September 2019 meeting minutes:**

**Discussion: None**

**Motion:** Jessica moved to approve September 2019 minutes. Karen seconded. All in favor.

**Approval of September 2019 financials:**

**September 2019 Financials:**

Operating	\$ 8,659.94
<u>General Reserves</u>	<u>\$ 70,157.24</u>
Total	\$78,817.18
Delinquencies	\$ 1,421.02

**Discussion: None**

**Motion:** Karen moved to approve September 2019 financials. Jessica seconded. All in favor.

**2. Homeowner's Forum: Homeowners present: #39, #52, #53 & #72**

#30 – Homeowner is concerned about the vehicles speeding through the entry and by the pool. He stated that in the future the Board should consider adding speed bumps through that area. He also stated there are some potholes that need to be repaired.

Homeowner stated that he got the price to add boulders along Bond that includes delivery and placement. For 36 200-pound boulders it would cost around \$750.00.

Karen stated that she is afraid that someone might pull off to use their cell phone and ram into one of the boulders at night. Tim stated that the boulders would have to be placed on the property line which would allow for vehicles to safely pull off for a short time but prevent parking.

#53 – Homeowner stated that Sam sent her the painting schedule and she noticed #54 not on the schedule and should be included in the next phase of painting.

#72 – Homeowner moved into the HOA in January and stated this is the first Monday she has had free to attend a Board meeting. She asked if the landscapers will take cut branches and leaves. Erik stated that the landscapers should be taking care of the backs of those units.

Board discussed the overgrowth of the laurel behind units 70-73 and requested that Sam from Sterling obtain bids for the budget to trim the laurel.

#52 – Homeowner is concerned about the moss on her mansards. Sam stated that RI-KY will be back in November to apply moss treatment again and clean the roofs, gutters and downspouts. Erik stated we will make sure they focus on your mansards. Homeowner asked if she can pressure wash around her unit. Erik stated if there is any damage done to the paint, siding or roof that it will be homeowner's responsibility to pay for it. Karen stated that there is an architectural request that homeowners must fill out before any exterior work is done.

## 5. Sterling Report:

- Waiting on bids from Gillaspie Tree and Highland for tree trimming and removal of tree by pool. I sent reminder emails again this morning.
- I contacted Aaron the Property Manager at Bennett Management for The Farm left multiple voicemails with no return call.

Erik requested that when you can get a hold of the Property Manager at Bennett to also address the dead branches that are hanging over the fence. They are becoming safety issues.

### 1. Unfinished Business:

- A. Sprinkler system concerns - bids:** Tim stated that he went ahead and shut all the irrigation down last month due to the amount of rain we have had.

Sam stated that she met with each vendor and walked the property with each one of them. Obtained bids from Oasis Irrigation and Rexius.

Karen is concerned because the bids are so much different.

- B. Tree issues – update:** Discussed in Sterling Report.

Erik stated to make sure that the laurel trimming behind 70-73 gets added to the bids from Gillaspie and Highland.

## 6. New Business:

- A. Security Bids:** Obtained bids from Securitas and North Pacific Security.

Jessica was concerned about the extra charges on the Securitas proposal.

Karen thought that the proposal from North Pacific Security was reasonable.

Board decided to table until budget is complete.

Eric stated that he looked at security cameras and lock systems and they are both reasonable. Erik stated that he will also get a cost for installation for budget purposes.

Karen asked if the carpets had been cleaned yet in the clubhouse. Sam stated that Brothers was going to schedule and call me back with the day and I haven't heard from them yet. Karen requested that Sam call them and get a date.

**V. Architectural Committee:** Signed the approved ACC requests that were approved via email for units #33 and #67.

**VI. Announcements:** Karen requested that a date and time be scheduled for the annual meeting and the budget meeting. Erik requested all the budget documents to be emailed to him. Karen stated that these documents should go to all the board members.

Karen asked Jessica how the parking monitoring has been going. Jessica said that it would be a lot easier if the vehicles had the parking permits in them.

Karen requested that the parking monitoring and parking permits be added to next month's agenda. Sam from Sterling will find out the price for the plastic parking permits.

Sam confirmed with the Board that the bids to obtain for the budget are tree and laurel trimming, next phase of painting and dry rot repairs on units 50-58, pothole repairs, speed bump installation and security camera installation.

**Adjournment:**

Erik adjourned the meeting at 7:40 p.m.

(Transcribed by Samantha Linam)