

OAK PARK TOWNHOMES ASSOCIATION

Board of Directors Meeting

November 9, 2015

Board Members/Sterling Management Representative present:

Donna Leudesdorf, President

Karen Romero, Secretary

Brandon Crohare, Treasurer

Kelly Seeley and Cathy Joseph – Sterling Management Group

Homeowners Present:

Tim Hargreaves, #39; Kathy Giesen, #53; Julia Knowles, #72.

I. Call to Order

Donna called the meeting to order at 7:02 p.m.

Kelly from Sterling introduced Cathy Joseph, who will be Oak Park's new HOA contact person, as Kelly is leaving Sterling Management to pursue a new career.

It was moved by Karen, seconded by Brandon, to approve the October 13, 2015 minutes. The motion passed unanimously (3-0).

October 2015 Financials:

Operating	\$3,106.71
General Reserve	\$106,131.20
Delinquencies	\$4,945.49

It was noted that 62% of the delinquencies amount represents two units. It was moved by Karen, seconded by Brandon, to approve the October 2015 Financials. The motion was unanimous (3-0).

II. Homeowners Forum

Similar to the Piper Lane neighbor's concern about the hedge and trees near his property, Julia Knowles stated that if the hedge near her unit is cut down, a fence needs to be built there. Donna stated that she is not sure about the property line there and that someone should talk to Bennett Property Management (property managers for The Farm). Donna said they will keep this in mind and that the Board is well aware of the privacy issue.

Kathy Giesen stated that she had seen a Rottweiler tied to a patio post at unit #18 and that it had lunged and barked at her; that another neighbor is scared of it; and that a third resident had asked about a "loose" Rottweiler behind unit #14. When a young boy at unit #18 was

questioned, he had said the dog was only there temporarily. Kathy told him to tell his mother not to tie up the dog outside, then Kathy subsequently saw someone who is possibly the dog's owner. Kelly from Sterling will send a letter to the resident in unit #18.

Karen stated that she had found a list from Highland Tree Service about the laurel hedge and that it is too large to prune, so they will cut it, grind the stumps, and plant something new, but the cost is prohibitive so that project has been put on hold. Julia said that she and her neighbor have trimmed it back themselves, and Donna noted that it hasn't been trimmed since probably about 2007-2008. This project will be done in the future but is not imminent.

III. Unfinished Business

- 1) Painting of gutters at #7-12 – will be completed weather permitting.
- 2) Roof and gutter on units #37-74. Grace Roofing will be back to work this week after a death in the family. Kevin at Devine has checked the runoff area to be sure it is clear.
- 3) Recycling areas secured/signs posted – Ongoing. Resident in unit #74 isn't able to lift anything so trash bags are still there. Despite someone being told it had been cleaned up, it was not, and biohazard material had to be disposed of, so cost of that will be high. As of this afternoon there is only one trash bag left. Fish tank and tire have been picked up.
- 4) Website updates - Survey was done regarding cutting, trimming or doing nothing to the tree behind unit #58. Brandon will add that \$1,500 was spent for an arborist report and another \$900 or so spent for Highland to trim it previously. Donna will look up the details and also the cost to have an attorney write a letter. Twenty-five residents have registered on the website so far.
- 5) Unit profiles – Still need an updated directory from Kelly at Sterling. Donna will copy unit profile forms and rental property forms. These will be updated only on an as necessary basis.
- 6) Replace deck at unit #60. AC form has been approved for homeowner to replace it.
- 7) Pruning and tree removal – Highland Tree Service is about three weeks out - waiting for good weather.
- 8) Second budget meeting – November 11, 2015, 7 p.m. at the clubhouse
- 9) Foreclosed OPA properties as an investment – retain as Unfinished Business
- 10) Stump removal behind unit #57, unit #1 and by the pool to facilitate new plantings - Not complete yet –a different piece of equipment is needed for each –supposed to be done on Wednesday, November 11.
- 11) Repair fascia at garage roof line #47 - If this can wait until spring, would rather do it when Bill Blodgett is back in town – will ask Kelly W and will talk to Jason at Grace Roofing.
- 12) Develop plan to address concerns of Piper Lane resident Lloyd George regarding hedge, fence and tree removal - Kelly W has an estimate to replace the post (only), then would like an estimate on replacing the fence since cost can be shared with Mr. George.

IV. Sterling Management Report

Kelly from Sterling stated that the Mercedes in question belongs to unit #31 (McCloyd). He wonders where he should park a second car. It was noted that no car can be there for over 24 hours and that its tags were expired. Parking spots for this car need to be rotated.

Kelly will make sure NLS resumes service to unit #54 and will also ask them about winterizing the irrigation system and the flag markers for what work is to be done for whom.

Kelly W has a work order for unit #51 and wants to know if there are photos of what the deck is supposed to look like. Kelly from Sterling will check it out and will also take pictures of Bill Blodgett's deck.

Unit #5, 6 and 9 faucets have not been turned off, so NLS has not done all of them yet.

Kathy Giesen noted that unit #51 has standing water by their front door.

V. New Business for Discussion

1. Homeowners Annual Meeting – December 14, 2015, 7:00 p.m. at the clubhouse.
2. Prepare annual meeting announcement for mailing no later than November 25, 2015.

VI. Architectural Committee

Tim Hargreaves pruned the stick hedge by units #13 and #14 and NLS will haul the debris away.

The Board wished Kelly from Sterling well in her new endeavors and thanked her for her assistance.

Donna adjourned the meeting at 7:45 p.m.

(Vicki Maxon, Recorder)