

NEW OAK PARK TOWNHOMES ASSOCIATION

Board of Directors Meeting

June 8, 2015

Board Members/Sterling Management Representative present:

Donna Leudesdorf, President

Kathy Giesen, Vice President

Diane Krause, Treasurer/Secretary

Kelly Seeley – Sterling Management Group

Homeowners present:

Sonja Runberg # 37 and Bill Blodgett #47

I. Call to Order

Donna called the meeting to order at 7:06 p.m.

Donna read the June 1st special meeting minutes aloud. It was moved by Kathy, seconded by Diane, to approve minutes. The motion was unanimous (3-0).

May 2015 Financials:

Operating	\$ 26,201.45
General Reserve	\$108,123.90
Delinquencies	\$2,371.41

Note: Kathy made a motion to transfer \$10,000.00 Operating to the Reserves in June. Diane seconded the motion, approved unanimously.

Kathy makes a motion to approve the May 2015 Financials, Diane seconded, approved unanimously.

II. Homeowners' Forum

Bill Blodgett—spoke of fence specs, deck's spec's and insurance. Kathy will provide him with the sample policies.

Sonja Runberg, wrote on May 2nd about the fence on the north side. She has also turned in work order about board in the sidewalk popping up, is a tripping hazard. The Board added these items to New Business, see item's below.

III. Unfinished Business

1. Sidewalk repair status - Still in progress. The scope of the work has changed due to the large root that needs to be removed.

2. Gutters and downspouts status – Devine Gutter will be onsite to paint all the gutters white, some of the parts ordered came in different colors.

3. Fitzpatrick Painting

Painting “to do” list was mailed out to all the owners. The board will send a letter to the owners with specific instructions and dates.

The painting will be done the 3rd week of July, 20th.

All owners should note that prep work has already begun and will be ongoing.

Kelly will contact Northwest Landscape regarding the vegetation clearing bid.

Review of Kelly W. from Sterling’s bid for dry rot repair: What about the dry rot on #73, the board is confused about the status. Board needs a written scope of work for #73. The Board would like to see the bid contain more specific details.

4. Roof and gutter on unit #37 –

Received an opinion from Devine Gutter regarding roof drainage on roofs of #37 and #74. The scupper holes are too small. Need to enlarge scuppers and downspouts. Need a clearly written out a bid from Devine. Kelly will ask Evergreen if this is a good idea. And also ask Evergreen about doing the gutter work on this same building and replacing the fascia boards.

5. Secure garbage and recycling areas –

The motion light on the side of #30. Donna will research. The board will decide on a signage to display at the garbage enclosures to notify residents of a camera, to preempt future misuse of the recycle area.

6. Website status – still waiting for more residents to register, and need an updated list of how many have registered so far.

7. Painting of chimney stacks for units #7-12, #13-14, #15, and #27-29.

Waiting for bid from Fitzpatrick Painting.

IV. Sterling Management Report

Not able to replace the plywood on the window of #67 without access to the unit.

Work order is in place for the sweeping of garbage enclosures, twice a month.

There is a work order for pressure washing #67 and parking in front of 7-12. Will need to notify residence n advance to move vehicles.

HOA has agreed to pay \$3,024.03 to Belfor in lieu of filing a claim for work done in 2013. The owner’s responsibility is \$1,642.51. Any further communication needs to be between the owner and Belfor.

Jennifer in #22 sent a complementary email regarding the new landscape company, her front yard is no longer a mud pit but nice green grass.

V. New Business for Discussion

1. Appearance of rental properties as stated by Unit #9, the properties are not being maintained.

2. Removal of tree by garbage enclosure—impact on sidewalk and road. The tree had to be removed due to the damage to the roadway and the sidewalk. Removal was expedited so sidewalk repair could be done.
3. Street sweeping, waiting for bid from NLS before making a decision
4. Correction May 11th minutes regarding the past due amounts. See Kelly's email.
5. Fence behind # 37, a previous owner attached the arbor to the fence and the plant is pulling the fence over. Either the arbor needs to be unattached or the plant removed by the owner.
6. Sidewalk spacers need repaired by #37 and one by the pool.
7. AC unit's upstairs needs further discussion
8. Light was broken by Highland when the tree was removed, Ben repaired the broken collar to hold the globe but the light it is still not working. Ben will replace the bulb and see if that fixes the problem.
9. Unit #47 fascia board needs to be replaced, the board questions if this involves a roofer due to the membrane roofs attached.
10. Unit #72 and the roof leak, need Kelly W.'s synopsis as he responded to the call. Kelly will follow up on and will call Evergreen Roofing

VI. Architectural Committee

Diane makes a motion to approve the irrigation repair bid for \$877, Kathy second motion approved.

Diane made a motion to approve the backflow testing by NLS, Kathy seconded. NLS is approved to do the required testing and Kelly will find out about discrepancy on the bid.

Pool Committee Report –no report, no new volunteers.

Meeting adjourned at 9:10 p.m.

NEXT MEETING: Monday, July 13 2015

(Diane Krause, Recorder)