

OAK PARK TOWNHOMES ASSOCIATION
Board of Directors Meeting
July 09, 2018

Board Members/Sterling Management Representative present:
Donna Leudesdorf, President/Treasurer
Karen Romero, Vice President
Craig Stebbins, Board Member
Samantha Williamson & Kim Carey, Sterling Management Group

1. Call to Order:

Donna called the meeting to order at 6:04 p.m.

Approval of June 2018 meeting minutes:

Discussion: None

Motion: Karen moved to approve June 2018 minutes via email. Craig seconded via email. All in favor.

Approval of June 2018 financials:

May 2018 Financials:

Operating	\$3,897.79
General Reserves	\$105,849.78
Delinquencies	\$9,520.98

Discussion: None

Motion: Karen moved to approve June 2018 financials. Craig seconded. All in favor.

Website update: Donna stated the website looks great.

2. Home Owner's Forum: 49 and 53

#49 – homeowner told the board that another front post on the walkway of her unit needs to be replaced. It is located right next to the one that was already replaced. She let the board know that her son painted the posts as well as put in a French drain from the replaced post and that he will also be putting on in the back of her unit as well.

Craig will get a bid from JC on replacing the post.

#53 – Homeowner introduced the tenant in #16 as she has concerns about disturbances, noise and patios.

Homeowner asked if there can be follow up with the bid for replacing the fence behind units 53 & 54 that Irie Tree Service was supposed to do.

Sterling will follow up with Irie.

Homeowner asked why the sprinklers were coming on during the day. Craig stated to accommodate some homeowners and it is not good to water during the night.

Homeowner is also concerned about the entry way not getting watered.

Craig will follow up with JC as to why the water is not on at the entry way.

Homeowner also would like the bayberry bush on the fence north of her garage pruned.

Craig will notify JC regarding the pruning.

Homeowner stated the garbage enclosures are not being cleaned by Sanipac.

Sterling will notify Jill at Sanipac that the garbage enclosures are not being cleaned as stated in their contract.

3. Sterling Report:

1. Angell Flight is sending the concrete vendor this week to do the gutter and curb and then they will be out to do the asphalt and clean up. Jorden from Angell Flight did not have a schedule day as of 3:50 today but it will be done this week.
2. Homeowner #54 called today to inform me that they are in the middle of remodeling the inside of their unit and the contractor was storing the items in their garage for remodel. The sprinkler head shot water at their garage and the water pooled inside the garage which damaged all the brand-new carpet pad and trim. I sent Juan a text to look at the sprinkler and readjust.
3. When talking to Landye Bennett they stated that Management Companies should not be filing liens.
4. I have the no parking signs for Bond maintenance tried all day to get over there and install but kept getting pulled away to other stuff. He will get these done in the morning.
5. Aegis Curbs recommended H2O Contracting for hydro blasting the curbs which will remove all the paint to a natural curb and sealing. I called them, and they are going out to do a bid for me.
6. I have a call into Carlson and Strand to get a set schedule date for painting.

5. Unfinished Business:

A. Landscape Maintenance: None

A. Maintenance

- i. **Parking Enforcement update** Craig stated that only one vehicle has had to be towed. The situation has been rectified with the owner agreeing to have their garage cleaned out by the 19th and will park their vehicles inside the garage.

Craig also stated that the “no parking” signs being installed on Bond will help with the parking situation as well.

- ii. **Parking signs on Bond Lane** Sam stated that the signs were originally shipped to Georgia now we have them and they will be installed tomorrow.

iii. Striping and curb painting on July 16th This has been cancelled until further notice due to hydro-blasting the green painted curbs. Once rescheduled Sterling will email blast the new schedule to homeowners as well as flyers will be distributed as well.

- Speed bumps will be white
- The 2 spots next to unit 74 will be marked reserved
- The whole length of curb going East to West by the berm on Bond will be red
- Parking spot F will also be marked reserved
- The parking spot by O and the spot in between J & K will be marked visitor
- Yellow strips will be across spot between 37 & 74
- The wheelchair slope and rest parking spot by pool gate will have white lines across the spot
- The spot next to the wheelchair sloped spot will now be a handicap parking spot

Board reviewed carport parking spots and parking assignment list. Sterling will email the parking assignment list to homeowners with assigned spots.

iv. Next phase painting schedule and notification to homeowners Sam stated she has a call into Carlson & Strand for an exact start date.

Board requested Sterling to send out patio letters to #17, 28, 29, 30, 35 & 36

v. **Review of painting procedures** None

vi. **Bids for new privacy fences at 27-29 and 30-36** Craig stated he will be getting with Juan at JC to do a bid for this.

5. New Business:

i. **Update on front entrance map** Board made necessary corrections on picture. New sign will be made in September with new lighting installed and using the existing posts.

ii. **Audit** Will be scheduled in October.

V. Architectural Committee: None

VI. Announcements: None

Adjournment:

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

(Transcribed by Samantha Williamson)