

OAK PARK TOWNHOMES ASSOCIATION

Board of Directors Meeting

April 12, 2021

Board Members/Sterling Management Representative present:

Karen Romero, President

Kathy Giesen, Vice President

Eva Valencia, Secretary

Todd Richardson, Board Member

Samantha Linam, Sterling Management Group

All in attendance via Zoom due to COVID-19

1. Call to Order:

Karen called the meeting to order at 6:05 p.m.

Approval of March 2021 meeting minutes:

Discussion: None

Motion: Eva moved to approve March 2021 minutes. Todd seconded. All in favor.

Approval of March 2021 financials:

March 2021 Financials:

Operating	\$38,744.43
<u>General Reserve</u>	<u>\$80,686.96</u>
Total	\$119,431.39
Delinquencies	\$341.85

Discussion: Karen stated she talked to David and he said the financials look good.

Motion: Kathy moved to approve March 2021 financial. Eva Seconded. All in favor

3. Homeowners’ Forum (3 minute per Property Owner): 25, 51, 61, 62 & 72

#72 – Homeowner asked when the irrigation would be turned on. Kathy stated that she spoke with Juan at JC Landscaping and he is visiting his mom in Mexico and will be back on Friday. He will turn the water on to the units on Tuesday April 20th. Regular irrigation we are waiting to turn on.

4. Sterling Report:

1. Sidewalk grinding at #52 is complete.
2. McKenzie Commercial is scheduled for April 19th and will take 2 weeks for completion of dry rot repairs on the next phase. I will send out notification to homeowners this week.
3. Carlson and Strand will start painting weather permitting after McKenzie Commercial is done with repairs, they have also added #03's door to their schedule and the homeowner will have it prepped for them to paint.
4. Changing the name on the State Registry I must wait till it's time to fill out the registry for the State and provide a copy of the Bylaws to them with the form and fee.
5. I never received bids for pressure washing from both vendors that I reached out to which was Easy Flow and Dirty work. I am going to look for new vendors to reach out to.

Eva recommended Sparkle Wash. She stated they did her friends property and did a good job but not sure of cost.

5. Unfinished Business:

- A. #45 Garage Issue – update:** Sam from Sterling stated that her and Kathy met with Jeff from American Concrete and he sent over a bid that was forwarded to the Board.

Kathy stated that he took a lot of time measuring and looking at the garage. Kathy stated that she does not understand from the bid what exactly Jeff is recommending doing.

Eva suggested that a couple of the ACC Committee members should meet with Jeff so he can explain to everyone and become clear on what is recommended on the bid.

Todd asked Les if he could meet with the contractor and the ACC Committee since he knows concrete. Les stated that he would be willing to do that. Les stated that concrete over concrete does not last very long before it cracks and breaks. He suggested putting an addition to the bottom of the garage door. Kathy stated that the homeowner is not willing to go that route.

Kathy requested that Sam from Sterling set up a meeting with Jeff and also send the bid to Les for review.

B. Website – update: Karen stated this is an ongoing issue.

Eva stated she thought someone was going to work on the website.

Todd stated that himself and Bob are willing to work on this together but will need the username and password to access the website.

Karen requested that Sam from Sterling reach out to Erik to obtain the information needed for Todd and Bob to be able to gain access and maintain. Sam stated she will send an email and text message to Erik.

6. New Business:

A. Opening the pool this year: Karen stated it is too early to decide on this with Covid rates increasing and she does not encourage the opening of the pool. Todd agrees.

Eva stated she looked on Lane County Public Health’s website and they have not published outdoor commercial pool regulations yet only the indoor ones. Eva stated that last year the outdoor commercial pools had to follow the indoor pool regulations which consists of wearing mask while not in the pool, remaining 6 feet apart and limiting amount of users.

Janet stated that her condo in Arizona has been using the pool all year and hopes that the Board at Oak Park will figure out how to open the pool rather than keeping it closed.

Eva stated we have a lot of issues with the pool and have a hard time getting homeowners to volunteer to help with the pool.

Janet asked what the Board decided about the locks that was discussed last year. Eva stated it was going to be revisited with the pool opening but Covid kept the pool closed.

Karen stated key card locks can be installed but again someone must monitor it.

Eva stated that Sam at Sterling would have the ability to monitor the key card locks via computer and/or cell phone.

Kathy suggested maybe putting out a survey to see how many people would like to use the pool this year.

Karen stated she is not willing to open the pool unless someone is onsite to ensure compliance of the state regulations, and everyone is safe.

Eva suggested waiting to see what the regulations state when they are released.

Todd suggested that this gets discussed again at next month's board meeting.

- B. Street and sidewalk cleaning:** Karen stated that it was discussed at a Board meeting a couple months ago about seeing if people in the community would volunteer but thinks the property is too big to do that.

Eva stated that patios are homeowner's responsibility, but the sidewalks are HOA's and hopefully Sam at Sterling can get a couple of bids.

Eva stated that a walk about of the property with the Board needs to be done because the dividers need to be looked at.

Kathy stated this needs to be done before the painting starts.

Todd stated the walk about will be scheduled for Monday April 19th at 6:00 pm.

Eva stated the pressure washing needs to be a yearly item in the Spring. Todd seconded that idea.

C. Irrigation Start Up: Discussed during homeowner's forum.

Water will be turned on Tuesday April 20th homeowners will be able to start using their hose bibs at that time. Irrigation will be turned on later.

D. Perimeter Fences: Kathy stated this will be noted with the walk about.

Todd asked whose responsibility is this. Kathy stated good question!

Todd asked is this an HOA responsibility. Eva stated yes this is the HOA's responsibility but the privacy dividers, upstairs, on the decks are the homeowner's responsibility as are the fences and gates around the patios and entryways. The privacy dividers between the units, downstairs, are the HOA's responsibility.

#72 – suggested that fencing needs to be done because her and the neighbor at The Farm can see through each other's windows. Homeowner highly recommends a fence being put in.

Eva stated a lot of the perimeter fence is falling.

Karen stated that the neighboring properties to the HOA need to help with the costs of the fence.

Eva stated some people cannot afford to do that and you cannot make them.

Les stated that a good perimeter fence increases property value.

V. Architectural Committee: ACC request came in from the homeowner in #48 to replace existing fence. Eva and Kathy have already approved.

Eva stated she emailed Sam at Sterling to remind the homeowner that she needs to follow the fence regulations for the HOA.

VI. Announcements: None

Adjournment:

Karen adjourned the meeting at 7:10 p.m. into executive session.

(Transcribed by Samantha Linam)