

**OAK PARK TOWNHOMES ASSOCIATION**

Board of Directors Meeting

February 14, 2022

Board Members/Sterling Management Representative present:

Karen Romero, President

Kathy Giesen, Vice President

Eva Valencia, Secretary

Todd Richardson, Board Member

Bob Gray, Board Member

Billy Benner, Sterling Management Group

Samantha Linam, Sterling Management Group

**1. Call to Order:**

Kathy called the meeting to order at 6:00 p.m.

**Approval of January 2022 meeting minutes:**

**Discussion:** None

**Motion:** Eva moved to approve January 2022 minutes. Bob seconded. All in favor.

**Approval of December 2021 and January 2022 financials:**

**December 2021 Financials:**

Operating	\$24,619.67
<u>General Reserve</u>	<u>\$86,129.10</u>
Delinquencies	\$4,791.31

**January 2022 Financials:**

Operating	\$30,198.52
<u>General Reserve</u>	<u>\$87,432.34</u>
Delinquencies	\$2,729.87

**Discussion:** Bob stated that he reviewed both sets of financials and the questions the Board had from the previous meeting were answered.

**Motion:** Bob moved to approve the December 2021 and January 2022 financials. Eva Seconded. All in favor.

## 2. Homeowners' Forum (3 minute per Property Owner):

Eva stated her garage was broken into last night. She stated she called Eugene Police Department and they responded. The officer stated this has been the 3<sup>rd</sup> time this last year that a report was filed regarding break ins have occurred. Eva stated entry was made by crushing the door knob on the man door to the garage. Eva stated she replaced the door knob and will eventually put a dead bolt on the door as well.

Kathy stated all occurrences need to be reported to the police department.

Karen suggested that everyone should think about posting that they have an alarm system, that it might be a deterrent.

Eva stated the lighting issue in her cul-de-sac needs to be resolved, it is really dark.

## 4. Sterling Report:

- Dues increase letters went out to homeowners on 01/12/2022 via email and mail.
- 2<sup>nd</sup> Chance Roof and Chimney was issued the ½ down payment for the materials on the carport and those are being ordered. Once they come in, they will have a schedule date for me.
- I sent Mid-State a work order on 01/12/2022 to clean out the storm drains and these have been done.
- Builders Electric had to reschedule for the light poles. Still waiting on a reschedule date.

Billy with Sterling Management stated we had Builder's Electric out and they didn't have the right keys to get into the closet that holds the electrical panel, so we are trying to get them rescheduled.

Karen stated that a lot of the lights that were not previously working are now on. Karen stated that entry sign lights, the lights in Eva's area and by unit 74 are not on.

Billy with Sterling Management stated that Bear Mountain was able to get the pole lights to work around the clubhouse.

Eva asked if the electrical box where all the ivy was removed can be looked at. Billy with Sterling Management volunteered to look at the box before having the electricians look at it.

- We have been working for months on additional insurance quotes but those have not come in yet and we will continue to try and get those.

**5. Unfinished Business:**

**A. Exterior lights – update from Builders Electric:** In Sterling Report.

**B. New Business:**

**A. Election of officers:** Karen stated she understands that everyone has volunteered to be on the Board for another year.

Karen asked the Board if everyone is still wanting to hold the same positions as last year. Everyone agreed.

**Motion:** Kathy moved to approve all Board positions previously held in 2021 to remain the same for the year 2022. Eva Seconded. All in favor.

**B. Boulders on Bond Street – Relocate and reflectors added:** Kathy stated that Tim moved the boulders per City’s request behind the no parking signs yesterday. Kathy stated there are reflectors on each end.

Karen stated she understood that each boulder must have reflectors.

Kathy asked Sam with Sterling Management to elaborate.

Sam with Sterling Management stated the homeowners that live up and down Bond Street have filed multiple complaints with the City of Eugene regarding the boulders in fear someone will hit them with their vehicle. The City came out to inspect the boulders and found that they were placed in the city right of way and that they need to be moved behind the no parking signs with reflectors on each boulder. The inspector stated either 2023 or 2024 they will be redoing Bond Street and be putting in sidewalks.

- C. Update on pool motor replacement cost:** Sam with Sterling Management stated that Martin is still working on trying to find someone to repair the pool motor but is also trying to obtain replacement cost of a new motor.
  
- D. Plan for moss removal on sidewalks, carports and roadways:** Karen stated that we all see this issue coming into the complex and that she would like to see the moss cleaned up.

Kathy stated that Juan with JC Landscaping did this last year for \$5,000.

Karen asked if we could contact Juan with JC Landscaping to find out when this could be done again this year.

Eva stated on the asphalt the moss needs to be treated with moss killer and not pressure washed. The sidewalks could be pressure washed.

Karen stated that the roadways are the worst along with the carports.

Kathy volunteered to contact Juan with JC Landscaping tomorrow.

Bob and Eva volunteered to take the time to spread moss killer on the areas that can't be pressured washed.

**V. Architectural Committee:** Bob stated he emailed pictures to the Board of the privacy fence that was removed yesterday along with the ivy clean up near unit 33. Bob stated that Tim will be building a new privacy fence in that same location.

Eva stated there is still a lot of dead bushes and ivy that needs to be removed in that area. Eva stated this where the electrical box is located that was discussed earlier in the meeting.

Kathy stated that the fence rebuild is already approved by the board and was budgeted for this year from Tim's bid. Kathy stated this is why the Architectural Committee volunteered to do the removal of the old fence and clean up of debris instead of paying JC Landscaping to do it.

Kathy stated that Tim wants approval from the Board to remove the Asian Pear Tree before rebuilding the fence. Board agreed to have the tree removed.

**VI. Announcements:** None

**Adjournment:**

Karen adjourned the meeting at 6:43 p.m. into executive session.

(Transcribed by Samantha Linam)