

**OAK PARK TOWNHOMES ASSOCIATION**  
Board of Directors Meeting  
March 14, 2022

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

**1. Call to Order:**

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

**Approval of February 2022 meeting minutes:**

**Discussion:** None

**Motion:** Eva moved to approve February 2022 minutes. Kathy seconded. All in favor.

**Approval of February 2022 financials:**

**February 2022 Financials:**

Operating	\$40,031.58
<u>General Reserve</u>	<u>\$88,745.46</u>
Delinquencies	\$7,225.19

**Discussion:** None

**Motion:** Eva moved to approve the February 2022 financials. Kathy Seconded. All in favor.

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

Todd stated his in-laws were in town for the week and would be parking in the guest parking spots but he will make sure the car gets moved around.

Kathy stated that she has noticed signs of theft not particularly coming from inside Oak Park, but she found stolen mail thrown all over in the grass outside her unit, she also stated that she found a re-useable bag in the garbage enclosure that had a laptop and some other miscellaneous items in it. Kathy also stated when she was walking through Bond Lane Park there was a cd case with cd's all over the place.

## 4. Sterling Report:

- Martin replaced the pool motor, and everything is back up and running. It was 2 hours of labor at a total of \$185.00 and the motor was \$2525.00.
- 2<sup>nd</sup> Chance Roof and Chimney replaced the carport roof panels today on carport "S-T".

Karen requested that Sam with Sterling Management to follow up with 2<sup>nd</sup> Chance to see if this was done or if they had to reschedule and notify the Board.

- Builders Electric was out on Friday March 11, 2022, to repair the rest of the pole lights that were not working. There are 7 light poles that are not working, he said that you guys have direct buried wires and lots of vegetation and he sees this problem all the time with this type of wiring because the ground shifts and the roots from the vegetation cause an underground break. He said that they will have to get equipment out there to dig up the ground, it will be very difficult to find the break in the line and expensive. \$115 an hour. The lights are still not working obviously. They did check all 7 pole lights to make sure that none of them failed as well as the breakers, they were all good.

Board wants to know if the lights can be re-wired if the break can't be found and/or other alternatives.

Todd suggested that the Board agree to giving them a budgeted amount and let them go for it.

Karen asked if they could set a \$2500.00 budgeted amount for Builders Electric to get started to locate the break in the underground wire as well as fixing the issue and if they start to reach the approved budgeted amount, they can pull off the job until the Board reconvenes to decide further action.

**Motion:** Todd moved to approve the \$2500.00 budgeted amount for Builders to get started locating and fixing the lighting issue. Eva Seconded. All in favor.

**5. Unfinished Business:**

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

**B. Pool motor replacement - update:** In Sterling Report.

**C. Moss removal on sidewalks, carports, and roadways – update:** Karen would like to know if there is a plan in place to do moss removal.

Kathy stated she just prefers JC Landscaping to do the moss treatment. Rest of the Board agreed.

Karen requested Sam with Sterling Management to contact Juan to gather details, timelines, and price for moss removal on all asphalted areas.

**D. Carport “S-T” roof panel replacement – update:** In Sterling Report.

**E. New Business:** None

**V. Architectural Committee:** None

**VI. Announcements:** None

**Adjournment:**

Karen adjourned the meeting at 6:26 p.m. into executive session.

(Transcribed by Samantha Linam)