

APPROVED

**OAK PARK TOWN-HOMES ASSOCIATION
Board of Directors Meeting
April 10, 2023**

Board Members/Sterling Management Representative Present:

- Todd Richardson, President
- Kathy Giesen, Vice President
- David Atkins, Treasurer
- Nancy Atkins, Member at Large
- Eva Valencia, Member at Large
- Billy Benner, Sterling Management Group

Homeowners Present:

- Mike S., Unit #11
 - Judy, Homeowner
 - Karen Romero, Homeowner
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1. Call to Order:

- Todd called the meeting to order at 6:00.

Approval of Minutes from March 2023:

- **Motion:** Eva moved to approve the March 2023 minutes. Kathy seconded. All in favor.

Approval of Financial Reports for March 2023:

- **Motion:** Eva moved to approve the March 2023 financials. David seconded. All in favor.
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2. Homeowner's Forum (3 Minutes Per Property Owner):

- **Karen Romero:**
 - Requested her outdoor water be turned on by early May for power washing. Billy will coordinate with Juan and notify homeowners.
 - Reported leaking carport gutters near Units #9 and #10 affecting parking in rainy conditions. Billy will address this.
- **Mike S. (Unit #11):**

- Reported a missing light at his carport and requested its replacement in a new location to avoid issues.
 - Revisited the possibility of adding electric vehicle charging stations.
 - Todd and Eva explained challenges related to the age of units and electrical constraints.
 - Mike volunteered to provide cost estimates and funding opportunities.
 - Asked if unapproved minutes and financials could be shared before meetings.
 - Billy clarified that approved minutes are posted online, and unapproved minutes are not.
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3. Insurance (American Family):

- Monthly premium set at \$2,111.25.
 - Switching to State Farm was deemed not cost-effective due to increased premiums with earthquake coverage.
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4. Siding at Unit #62:

- Caleb from To the T is handling the siding repair, which will align with the July painting schedule.
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5. Roof Repair at Unit #51:

- A \$3,000 patch repair is recommended to delay costly full replacement until it can be budgeted.
 - Billy advised moving forward with the patch repair as no water has entered the unit.
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6. Roofs/Gutters:

- Carport roof/gutter repair bid with Armadillo Roofing for \$350.
 - Billy will inquire if they can also repair Karen's carport gutter or find an alternative.
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7. Pool:

- Awaiting details from Martin on the chemical monitoring system.
- Empire Concrete bid for deck grinding estimated at \$3,000–\$5,000. More bids to follow.

- Pool committee (Nancy and David) will assist after mid-June.
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8. Dues Notice Reminder:

- Dues are due on the 1st of each month, with a grace period of 30 days. Notices are automated via AppFolio.
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9. Garbage:

- Agreed to rent a 30-yard dumpster for spring cleanup around Memorial Day.
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10. Irrigation:

- Rexius waiting for drier conditions to begin irrigation repairs.
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11. Paint Schedule:

- Painting and siding repairs scheduled for July.
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12. Eco-Friendly Moss Treatment:

- The board will consider including eco-friendly options in next year's budget.
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13. Unfinished Business:

- Discussed dumpster area signage to improve waste management. Kathy, Randy, and Billy will collaborate on creating new laminated signs.
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14. New Business:

- Discussed improving reserve fund interest rates. Billy will explore options with Umpqua Bank.
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15. Adjournment:

- Kathy adjourned the meeting at 6:39.
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Transcribed by Pamela