

APPROVED

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

Board Members/Sterling Management Representative Present:

- Todd Richardson, President
- Kathy Giesen, Vice President
- Pamela Richardson, Secretary
- David Atkins, Treasurer
- Nancy Atkins, Member at Large
- Karen Romero, Member at Large
- Billy Benner, Sterling Management Group

Homeowners Present:

- Tim, Homeowner #39
 - Travis, Homeowner #71
 - Cindy, Homeowner #45
 - Mike, Homeowner #11
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1. Call to Order:

- Todd called the meeting to order at 6:02.

Approval of Minutes from June 2023:

- The June minutes were not provided to the board for review. Approval was deferred to the August meeting after distribution.

Approval of Financial Reports for June 2023:

- David requested clarification on:
 - A \$3,575 charge for contract plumbing. Billy explained it covered gate valve and backflow repairs and will classify it under irrigation repairs.
 - A \$2,766 charge for siding and trim. Billy confirmed it was a deposit for dry rot repairs.
 - A \$39 charge under exterior lighting. David suggested such expenses be listed under maintenance for clearer budgeting.

Motion: David moved to approve the June 2023 financials with adjustments. Kathy seconded. All in favor.

2. Homeowner's Forum (3 Minutes Per Property Owner):

- **Travis (#71):**
 - Raised concerns about dry rot siding issues found during inspection. Billy confirmed repairs were already approved, with Carlson & Strand coordinating painting.
- **Owner**
 - Asked about a \$2.49 fee on autopay transactions. Billy explained the fee stems from AppFolio and does not involve Sterling Management. Payment at the Sterling office avoids fees.
- **Karen (#9):**
 - Requested reinstatement to the HOA board as Member at Large.

Motion: Todd moved to reinstate Karen. Approved unanimously.

- **Cindy (#45):**
 - Noted issues with landscaping and tripping hazards from redwood roots. Billy will address these.
 - Suggested the board explore 13-month CDs with 5% interest from Oregon Community Credit Union.
 - **Judith (#73):**
 - Emailed concerns about rodents, weeds, and pruning needs. Billy will follow up with Juan to address these.
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3. Paint/Siding at Unit #71:

- Discussed during the homeowner's forum.
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4. EV Charging Station/Committee:

- Billy presented information on EV charging options. Mike (#11) was appointed EV Committee Chair.

Action: Billy will email homeowners to gauge interest.

5. Meet & Greet Event:

- Scheduled for July 17, 6:00 PM at the clubhouse, featuring a nacho bar.
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6. Striping/Speed Bumps/Boulders on Bond:

- Striping and ADA updates were discussed. Billy will explore scheduling.
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7. Landscaping/Irrigation:

- Various updates and repairs discussed, including irrigation near redwood tree removal sites.
 - Billy will coordinate assessments and adjustments with Juan and Rexius.
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8. Sterling Report:

- Carlson & Strand: Painting to finish next week.
 - Father & Son's: Roof repairs for units #51 and #66 scheduled.
 - Hornet's nest: Tim volunteered to remove it.
 - Chlorine monitor: Installation planned.
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9. Adjournment:

- Todd adjourned the meeting at 6:57.
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Transcribed by Pamela Richardson