

Oak Park Townhomes Association

Board Meeting Minutes

4/20/26 at 6:00pm

Via Zoom

1. Call to Order – Regular Session

The meeting was called to order at 6:01pm by Kendall at Sterling Management.

Roll Call

Board Members Present:

Mike Shuttleworth – Treasurer

Orlando Nesta – Secretary

Diana Strand – Board Member

Greg Nelson -Vice President

Homeowners Present:

Karen Romero

Les Phillip

Also Present:

Kendall Williams– Sterling Management Group

Approval of Minutes – March 2026

Kendall called for approval of the March 2026 minutes.

Decision: Motion carried out unanimously; minutes approved.

Treasurer Report/Approval of Financials – March 2026

Account Balances:

Operating Account: \$139,185.00

Reserve Account: \$119,861.00

Treasurer Mike Shuttleworth motioned to approve March financials, all in favor.

2. Homeowners Forum

Karen Romero will return HOA keys to Sterling Management.

Kendal let the board know that landscapers were working on irrigation startup over the next 2 weeks.

Diana reported that the first fence is completed.

Lisa inquired about interest in a community garden with above ground planters and a fence. The board recommended getting a survey sent to owners to see if there in interest.

Lisa provided updates with mailbox covers and requested help with designing. Mike offered his help with the project.

Paul attended a Cal Young Neighborhood Meeting and felt it had beneficial information. All owners should receive mailed invited if they are curious about attending.

3. Pool Season

Kendall reported that the pool opening is on Memorial Day Weekend on 5/23. Pool committee members are still needed alongside Nancy and Paul as pool testing is needed every day. If you need a key, please reach out to Sterling Management.

4. #61 Leak Discussion

The board determined that they will need to consult the HOA attorney to determine next steps as further clarity on HOA versus homeowner responsibility is needed.

5. Real Estate Sign Policy

The board directed Sterling Management to let agents know that no real estate signs are allowed in any common areas. The board approved real estate signs in windows only.

6. Approved Plants and Trees

Mike offered to create a plant and tree list of allowed plantings allowed in the HOA. The board will be looking into clarifying homeowners' responsibility with landscaping items around their buildings. The board confirmed if there are items outside of the perimeter and noticeable eye for landscaping that homeowners need to notify Sterling for the landscapers to address with a work order.

7. New Oak Park Map

Paul requested approval for \$511.20 for the new map with Fast Signs, board approved. Board approved \$100 for Tim to make the sign frame. Paul noted they would increase the lighting brightness over the map.

8. Social Committee Updates

Pool opening day social from 10-12pm with coffee, punch and donuts and chalk for the kids outside the pool sidewalk. Paul offered to make a flyer.

Suggestion was made for a community planting day where homeowners can participate in adding plants around the community and thoughts were shared on combining it with a day of spreading in bark.

9. Homeowner Suggestion Updates

- **Fencing:** Fences were completed behind #47, behind #54 is next.
- **Tree Trimming:** Tree removal behind #54 was completed. Tree trimming at pool is scheduled for Thursday, Paul will let them into the pool.
- **Pathways:** Board requested a new bid for sawdust path on Bond Lane from JC Landscape.
- **Signage & Entry:** A quote for backlit address numbers is being prepared, while a request for additional "No Trespassing" signs was reviewed.
- **Pressure Washing:** Board confirmed that walkways up to homeowner units are homeowner responsibility.
- **Sanipac Dumpster:** Kendall is scheduling a community dumpster to be dropped off at clubhouse in May.

Agendas

Mike requested that agendas get approved by Paul moving forward so that the board does not delay it being sent out.

Adjournment

Kendall adjourned the meeting at 7:07pm

Minutes transcribed by: Kendall Williams – Sterling Management Group