

**Oak Park Townhomes Association**

**Board Meeting Minutes**

**5/18/26 at 6:00pm**

**Via Zoom**

**1. Call to Order – Regular Session**

The meeting was called to order at 6:03pm by Kendall at Sterling Management.

**Roll Call**

Board Members Present:

Paul Avallone – President

Mike Shuttleworth – Treasurer

Orlando Nesta – Secretary

Greg Nelson -Vice President

Homeowners Present:

Karen Romero

Lisa Berkley

Kathy Giesen

Les Phillippo

Also Present:

Kendall Williams– Sterling Management Group

**Approval of Minutes – April 2026**

Kendall called for approval of the April 2026 minutes.

Decision: Motion carried out unanimously; minutes approved.

**Treasurer Report/Approval of Financials – April 2026**

Account Balances:

**Operating Account: \$129,569.17**

**Reserve Account: \$121,024.54**

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

## **2. Homeowners Forum**

Karen Romero reported that trim along the gutters on her building should be inspected for pressure washing due to debris buildup. She also suggested the board consider having bark blown in because of limited volunteers and equipment availability. Additionally, she recommended scheduling bark installation by area each year to help spread out costs.

Kathy Giesen requested that Tim be funded up front for project materials as he is putting materials on his own expense, Kendall will seek board approval.

Les updated the board that he had Tim over and they reviewed his deck after removing a board and provided the board with updated photos of the leak at his unit. The board will discuss next steps with another inspection.

## **3. Pool Season**

Kendall reported the pool will open Memorial Day weekend on 5/23, with coffee, punch, and donuts provided by the board. Volunteers are needed for furniture setup on 5/21, an email blast will be sent to the community. Pool pressure washing is complete. Paul recommended adding bathroom signage and clearing debris near the pool furnace for fire safety.

## **4. Fence Updates**

Tim is currently working on the section of fence behind #54. Photos will be sent to the community once completed.

## **5. Trees**

The board approved \$2,500 for Gillaspie Tree to remove a dead fir tree behind #51. Sterling Management will be sending a letter to homeowner on Piper Lane to address trees that need removed that are encroaching #52. Kendall will ask Gillaspie Tree to provide more information on their recommendation to remove 2 oak trees by the pool and maintenance building.

## **6. Street Repair Maintenance**

Paul will be looking into quotes for asphalt repairs and sealing where needed in the parking lot.

## **7. Drone Policy**

The board determined an email blast needs sent to the community prohibiting drone usage at the HOA.

## 8. Social Committee Updates

Lisa did not have any further updates, but will send over items to Kendall to see community interest.

## 9. Homeowner Suggestion Updates

- **Tree Trimming:** Tree removal behind #54 was completed, and tree trimming at the pool was completed.
- **Pathways:** Awaiting estimate from JC Landscape on wood chip path on Bond Lane.
- **Bark Delivery to Oak Park:** Kendall will provide estimates from Rexius and Lane Forest for bark to be blown in in common areas.
- **New HOA Map Completed by Paul and Tim:** The new Map was completed and photo was sent to community.
- **Sanipac Dumpster:** Sanipac dumpster is scheduled 5/29-6/3 and will be placed by the clubhouse away from parking spaces.

## Adjournment

Kendall adjourned the meeting at 6:46pm

*Minutes transcribed by: Kendall Williams – Sterling Management Group*