

OAK PARK TOWNHOMES ASSOCIATION
Board of Directors Meeting
June 11, 2018

Board Members/Sterling Management Representative present:
Donna Leudesdorf, President/Treasurer
Karen Romero, Vice President
Tommi Drake, Secretary
Craig Stebbens, Board Member
Erik Schirmer, Board Member
Samantha Williamson & Kim Carey, Sterling Management Group

1. Call to Order:

Donna called the meeting to order at 6:04 p.m.

Approval of May 2018 meeting minutes:

Discussion: None

Motion: Karen moved to approve May 2018 minutes. Craig seconded. All in favor.

Approval of May 2018 financials:

May 2018 Financials:

Operating	\$48,410.50
General Reserves	\$65,845.48
Delinquencies	\$8,975.99

Discussion: None

Motion: Karen moved to approve May 2018 financials. Erik seconded. All in favor.

Website update: Website is almost complete having issues with setting up discussion boards along with the document downloads.

2. Home Owner's Forum: None

3. Sterling Report:

1. Dry rot at 62 was taken care of and Todd at McKenzie Commercial has been in contact with the owner to take care of residual items left over before invoice is paid.
2. #20 has issues with her neighbor smoking outside and blowing into her kitchen window. She is afraid that when summer gets here it will be worse. She would like if I sent out a notice to them regarding their smoking.

Discussion: Board wants homeowner to handle the situation on their own. Sterling to let homeowner know.

3. #52 emailed me pictures of flooding at the back door of her garage. She wants to replace the door but doesn't want to incur the cost until the flooding problem is resolved.

Discussion: Board wants to go look at the situation and then decide.

4. I have reported the bronco on Bond Street to the parking enforcement at the City of Eugene and unfortunately this is not a high priority street. I noticed while walking around with Donna, Tommi and Craig that the vehicle has still not been tagged for towing yet. Craig did ask one of the homeowners across the street and found out who it belongs to.

Discussion: Karen stated she is concerned that it's a danger to the children getting on and off the school bus. Sterling to call Eugene City Parking Enforcement and report the vehicle as a safety hazard.

Motion: Karen moved to install three no parking signs on Bond Street. Craig seconded. All in favor.

5. Angell Flight does not do seal coating or sand blasting. They still will re-strip, re-letter and re-paint the fire curbs. This project will take place on July 3rd thru the 6th.

Discussion: Board wants an email blast to go to all homeowner's regarding Angell Flights schedule. Board wants Sterling to call Aegis to see if they do sandblasting and sealing. Board decided to have the speed bumps painted white. Board wants a handicap parking sign installed on the pool fence.

6. I emailed the bid from Evergreen on #54 missing shingles on the mansards. What do you want to do regarding that?

Discussion: Board wants Sterling to notify the homeowner to let her know that this is cosmetic and can wait until the next phase of roofing gets done.

7. I must give a shout out to Juan with JC Landscaping he is fantastic, not only with the property looking good but with all the irrigation/backflow issues, there was a lot of evenings I was on the phone with him until 7:30 at night so his communication with me is also great.

Discussion: Karen stated that several neighbors have complimented on the landscaping.

5. Unfinished Business:

A. Landscape Maintenance: Craig stated that JC Landscaping is getting paid \$2,400.00 a month and they want to increase to \$2,950.00 month. They have been incurring a lot of extra time and costs on the job.

Motion: Tommi moved to approve the increase for JC Landscaping's monthly bill to \$2,950.00. Erik seconded. All in favor.

Craig asked about the irrigation on Bond Street.

Tommi suggested that irrigation be installed when Angell Flight is doing asphalt repair over in that area.

B. Maintenance

- i. **Inspection/repair of privacy dividers:** During the walk about around the property last Thursday added a lot of expense as several fences and dividers were found to need replacement. JC Landscaping will be asked to bid, also need another bid.

Decks are the homeowner responsibility, as are the upstairs dividers. HOA pays for dividers on the bottom patios. All new work needs to be done with cedar.

- C. **Clubhouse Rental: Examples of the card lock system:** Board decided to remove this topic from the agenda because money must be spent on the pool.

Craig suggested that an assessment to the owners every year to cover the expenses of the pool.

A letter will be sent to owners about the pool needs, costs for maintenance of the 40+ year old pool. The owners will be advised the pool will incur a \$400 a year per unit assessment to maintain the pool starting next year. The decking needs replacement, the two trees to the east of pool are pushing their roots dangerously near the pool itself. The pool heater is due for replacement. Letter to go out ahead of annual meeting.

This will be an annual meeting topic on the agenda.

The bylaws need to be checked on this, but a vote of owners will be needed probably.

5. New Business:

- i. **Parking Enforcement Update:** Donna confirmed that all board members had read and approve of the new parking resolution.

Motion: Erik moved to approve the parking resolution. Craig seconded. All in favor.

- ii. **Parking rules & fines update:** Changed to reflect with the approved parking resolution.

Karen confirmed that the steps are notice first than towing.

V. Architectural Committee: #72 – Board approved the architectural request to install a ductless heat pump.

VI. Announcements: Tommi stated that she cannot attend July’s board meeting in person but can conference in.

Adjournment:

Donna adjourned the meeting at 7:09 p.m.

(Transcribed by Samantha Williamson)