

# Oak Creek Estados HOA

## OPEN MEETING MINUTES

Thursday 3/24/22

6:00 PM via Zoom and in person in the Clubhouse

### **Attendance**

- Present Board Members—Jill, Joe, Nikki, Catherine, Anthony, Robin
- Absent Board Members—Jaime
- Present Owners—Ken Bers, Gwen Griffen, Larry Hughes

Call to Order at 6:01 p.m.

Reviewed and approved February 2022 meeting minutes with discussed corrections.

### Treasurers Report -Nikki Averitt

Accounts receivable and collections discussed.

STR owners need to better turn in forms so the monies collected match the monthly invoices. Some owners are turning in checks without using the forms.

Wording for the Letter of Demand has been vetted and approved by the attorney. Jill shared the contents of the letter.

Currently, there are 2 past due accounts which will be receiving the demand letter this week.

Board member Jaime was going to bring a version of the letter that would be sent prior to the 90-day demand letter. However, she is absent. Will review this next month.

Chase Bank has been called to try and get automatic payments set up. We are waiting on a return call.

### Maintenance Report

General update, including lighting, grounds, & irrigation--Ricardo working to make sure all the irrigation lines are operational. Pruning throughout the association has been done. Lighting continues to be added.

Task list continues to be updated by Jill at the weekly meeting.

Updated lighting near A was completed at a cost of about \$160.

Tennis court spa repair completed.

Shrubs have been planted at the end of Bldg. A & E.

Bldg. C walkway repairs have repaired a nearly 2" concrete offset.

Bldg. D & H roof estimates, A Bldg. overhang, and D catwalk repair by Estrella contractor—The contractor looked at every roof. The total cost of all roof repairs is approx. \$43,300. The contractor provided a detailed summary of costs for each area. Jill suggested board members walk on the D Bldg catwalk to see the damage. We do not yet have a bid on the catwalk repair. Ken does not believe it's a safety issue at this point, but more cosmetic. The catwalk may have a few years left from a safety standpoint but is in need of immediate cosmetic repair. Larry, an owner present for the meeting, who lives in that building says the railings are also in need of repair. In lieu of a vote, we will try to get another roofing bid ASAP so we can have two bids to compare.

Pool furniture & umbrellas—Ricardo has power-washed all the items and the table tops will be sealed soon. Much furniture was purchased last year. We will likely need 3-4 new umbrellas. We are looking at signage to ask guests to lower the umbrellas to reduce wind damage.

Small glass tiles around edge of pool are missing. The Yavapai County inspector has requested they be replaced. Ken will get an estimate on the cost to repair them. Ken and Ricardo will likely do the repair themselves.

Needed large-limb pruning—especially the Sycamore tree near the G Bldg. Ricardo was able to do the job himself with the help of our landscaping company.

#### Old Business-

Mailing Preference letter was sent to owners. The form allows owners to get invoices via email instead of via traditional mail. This would save the HOA some money.

STR generic guest form was turned into McKenzie. Any owner wanting to use it can ask her and she will send it to them.

Attorney guidance regarding STR fees—she recommends we continue the current process.

Roof Maintenance - Evaporative cooler disposal letter sent last Friday to every owner.

Short term rentals – Fees and Owner's Packet—creating a separate packet is not necessary. Everything renters need is on the website and in the rules and guidelines.

Website updates, posting minutes, zoom links are now able to be completed in a timely manner. Approved minutes will be posted a few working days after each meeting. Jill made a proposal for specific financial reports to be posted monthly. Jill proposed the overall balance sheet and the profit & loss monthly report. We want owners to understand our financial situation, yet not disclose data that somehow may be compromising.

### New Business

Complaints about dogs urinating and defecating on the lawns have been voiced. Six new signs have been placed about the property to have dog owners clean up after their pets and to keep pets off the grass. Pets are to be urinating on the outside perimeter of the property. Discussion held about the difficulty in having people follow the rules. This discussion will continue next month. We will look at the possibility of converting the 4 bunkers around the property into dog runs to give pet owners places to take their pets that will not include our lawns.

### Open Forum

Owners/residents are permitted to have electric grills only on their patios. No gas, wood, or charcoal grills are permitted on the property. A gas grill is available for use outside the club house. An amenity key is required for use.

Next Meeting - April 21 @ 6pm

Adjourned at 7:27pm