

Oak Creek Estados HOA

OPEN MEETING Sat 2/19/22 Minutes

9:00 AM via Zoom and in person in the Clubhouse

Attendance

- Present Board Members—Jill, Joe, Nikki, Jaime, Catherine, Robin, Anthony
- Absent Board Members--none
- Present Owners—Dale & Cindy Woodling, Ken Bers, Gwen Griffen

Call to Order at 9:10am by Jill

Review and Approve January 2022 meeting minutes—approved with no corrections

Treasurers Report -Nikki Averitt

Review accounts receivable and collections

- January receivables increased \$3700 for HOAs, STRs increased \$500.
- There were significant pool and spa repair costs that had been previously approved by the board.
- Gas prices discussed, but depending on how the payment falls, some months it looks like we are over budget but during the summer months we gain that back. We could readjust the budget in the future to match the seasonal changes.
- Maryann anticipates some large bills coming due soon, but we had monies to cover all costs, plus extra. We moved \$10,000 to the reserves savings account last week putting the reserve account at about \$151,000.
- Only one account within the HOA is past due greater than 90 days. All others who were late have responded to the demand letters sent by McKenzie and payments have been made. McKenzie continues to follow-up on those past due.
- Discussion held around the monthly statements that are being sent and the timing of a lien letter. Suggestion made to send a demand letter at 91 days past due that a lien will be placed on the property in 10 days if payment is not received.

- Discussion held around having McKenzie and Maryann create an additional letter written on brightly colored paper that warns owners of late dues after 60 days. Jaime tasked to come up with the language and bring it to the next board meeting.

Maintenance Report

- Long-arm tree pruning tool purchased this month for about \$800. Much pruning has been done in conjunction with our landscapers.
- Ricardo continues to repair water sprinkler lines.
- We still have some catwalk beams that need to be painted.
- Jill continues to prioritize work, keeping safety items at the top of the list.
- All construction work must comply with current bylaws.
- Carport damage at A-building has been reported.
- The fence across from the E-building continues to be in need of repair. Discussions held about repair versus replace and the costs. The F-catwalk railing is showing signs of age.
- The D-catwalk will also be coming up for repair soon.
- Flowers are being planted around the property. E-building is being looked at closely as many were damaged previously.
- Lighting repairs continue to be done on an ongoing basis and improvements are also being made to areas that are considered to be very “dark.” Better quality lights are being used to replace our older broken lights.
- F15 Roof Leak Repairs. Major repairs were done last fall, but we are still reimbursing owners as internal repairs are being made as a direct result. We expect a cost of several thousand dollars for that project. Insurance will not cover this because it was not a result of any single “incident.” Our deductible is \$15,000.

Old Business-

- Roof Maintenance - Evaporative cooler disposal—have one licensed contractor come in and remove these old outdated, not used pieces of equipment. Jill presented pictures that were taken by Ricardo.
- Discussion held around costs, licensed-contractor requirements, benefits of using a single contractor. McKenzie tasked with writing the letter that will go to the owners.

Short term rentals – Fees and Owner’s Packet

- Robin presented the updated form used to register STR guests. A generic form has been presented. Robin also presented a form she uses for one of her properties.
- The form McKenzie uses to create an accounts receivable invoice was presented. The owner can see the amount owed on their monthly statement for their STR fees and their monthly HOA dues.
- Discussion held around the contents of the form. The form will be modified and brought back to the next meeting.
- The attorney is working on whether we can levy these fees as a flat fee. How we collect the fees would still be up to us.

Election Buddy—a software system we may use to help survey voters and collect votes was discussed. There is a cost for the vote paid by HOA. This item was tabled for a future meeting.

New Business

Website updates, posting of minutes, zoom links and posting meeting videos will be done as soon as the current secretary gains access to the websites.

Open Forum—several compliments were mentioned to the board for handling topics not handled by past boards and handling them fairly and openly.

Next Meeting – Thursday March 24, at 6 p.m.

Adjourn—at 11:10 a.m.