

Oak Creek Estados

Board Meeting Minutes

5/22/2021 via Zoom Remote

Attendees: Mark Locke-President, Heidi Kenney-VP, Claudia Ronaldson-Treasurer, Caroline Oreel-Secretary, Catherine Mauro-BOD, Jill Russell-BOD, Susy Port-OCE office administrator

Call to Order: 9:047am by Mark

President's Report: Please welcome new head maintenance hire Ricardo Gonzalez.

Treasurer's Report: 1. Financials-April income shows income not currently sufficient. Short term rental fees are down, concern with owners not paying these assessments. Discussion about if 2021 catwalk charges were included in current financials.

Committee Reports: None

Old/Unfinished Business: 1) Speedbump – Concrete option is 2-4x price of pre-fab and unable to get bids because it is such a small job. Motion to order and install pre-fab speedbumps in 2 locations (by E building and between F & G buildings.) if total under \$500 - Caroline, second - Heidi, approved unanimously.

2) Pickleball signage – signs are all up

3) Pool leak inspection – Leak was found, estimate for \$1,500 to repair with 2-3 days downtime for pool use. Motion to schedule Leak Squad as soon as possible as long it is not a holiday weekend - Caroline, second - Claudia, 6 approved, 1 dissent because of timing.

4) Stair replacement – Ricardo has built a form and is fabricating a concrete step prototype for review of function and safety. He has also made 3 wooden steps to have on hand in case of emergency until we have more stock.

4) Building C main water shut-off key – Susy reports it will cost approximately \$1,500 to install shut-off key and will take about ½ day of water shut-off to building C to install. Motion to have AZ Best install if estimate is within \$200 of \$1,500, Susy will notify residents of building C - Mark, second - Caroline, approved unanimously.

5) Short-term rental owners letter update – Mark has drafted a letter to short term rental owners concerning increasing costs to OCE from these rentals and updates to R&Rs concerning behavior expected. It was overall agreed upon, but suggested to shorten to 1 page. Mark will get PDF to Susy to send out.

6) Rules & Regulations revision – Mark to review at Executive meeting.

7) Video doorbell policy – Discussion of legal's recommendations, HPRs, Common Elements, and privacy expectations with allowing/not allowing video doorbells in OCE. Motion to not allow video doorbells and to remove any current ones installed, a letter will be drafted to owners explaining the BODs decision – Caroline, second – Claudia, 6 approved, 1 dissent.

8) HOA fees assessment by mail or email – Discussion of sending out email assessments to owners (with their ok) to save postage. BOD is generally in favor. Follow-up at next meeting for vote on approving this if bookkeeping software allows this.

New Business: 1) Penalty schedule revision – Due to focus on other issues and lack of necessity at this time, this will be postponed for future meeting.
2) Budget year-to-date vs actual – This helpful tool should now be on the monthly financials sent out.
3) BOD meetings in person vs Zoom – Meeting in June will be Zoom. Majority of the BOD would like to return to in person meetings, but discussion of future meetings will be readdressed at this meeting based on the current state of the pandemic.

Property Supervisor's Report:

1) Ken' report for May (see below)

Discussion that current landscaping schedule is not adequate to keep the grounds up to speed.

Motion to pay for extra days this Spring for landscaper to do major maintenance so regular weekly maintenance doesn't fall behind. If this helps and is feasible in the future BOD will vote on whether to keep as a more permanent solution with a set schedule – Mark, Claudia, approved unanimously.

Pool rule signs will be updated to be more comprehensive.

2) New maintenance hire – Ricardo Gonzalez has accepted the position of lead maintenance for OCE.

Next Meeting: Open Meeting 6/26/2021 @ 9:00 via Zoom, Executive Meeting to follow. Owners with any concerns to put on the June agenda should contact the BOD at ocebod65@gmail.com.

Adjournment: 10:32am by Mark Locke