

THE OAKS COUNCIL OF CO-OWNERS  
NEWSLETTER



February 22, 2016

Your Board of Directors would like to share the progress made through the first 30 days of our administration. Several positive changes have already been made for 2016.

A. Budget for 2016 has been adopted and it includes the following savings:

1. \$6,400. Negotiating our insurance policy with Farmers. Upon questioning the Farmers commercial manager about our policy, he recommended having the policy reviewed by the underwriters. It was agreed upon by both to reduce our coverage from \$5,989.00 to 4,686,199. Gary Gustafson pointed out, you can insure your property for as much as you want but the insurance company is only going to pay what they compute the replacement cost would be.
2. Moving lawn care from ABC to VIP maintenance. VIP is less expensive and includes most services you have been expecting in the past but were not included in the ABC contract. During the month of February (mowing is not necessary), you probably have seen:
  - Andy preparing the lawn for spring
  - The sprinkler system has been audited and broken sprinklers repaired
  - Trees and shrubs trimmed
  - Beds around the shrubs cleaned of dead leaves

B. Review of policies and operating procedures:

1. To get an accurate budget, we felt it was prudent to do an internal review of our books as we transition to our new manager, Dannie Simons. We formed a committee consisting of Bernice Rhode, Marcela Jenks, DeAna Walters and Dannie Simons for this review. Each committee member was given access to the accounting software and went line by line finding and reporting errors which were documented and corrected. After the audit, a statement of each owners account was sent for their review.
2. Reviewing our financials, it was discovered that there was over \$5,500 in past due assessments, with some accounts being over 90 days. Owners with past due assessments were notified and we are proud to report all but one, account is current.
3. Operating procedures and policies are being reviewed. It was noted that some older policies are outdated and being updated. As we audited our accounting and related practices, we found that new policies such as "Collection of Past Due Assessments" and "Alternative Payment Plan" policies have never been documented. We now have these policies in place.
4. It was brought to our attention by some owners that they would like to improve their property values and make cosmetic changes to their units. Due to the age of our complex, this has been an ongoing request over the past several years. We have found that items such as storm doors, patio doors and

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entrance doors are being changed without prior approval. An architectural committee has been assembled to deal with owner requests in the future. Please contact Marcela Jenks, Bill Cantwell or Dannie Simons regarding any upgrades or changes you would like to have considered. **Remember, our Enabling Declarations and Bylaws require Board approval before making upgrades or changes affecting the appearance of the outside of your unit. Per the Enabling Declaration, changes made without approval are subject to the owner removing those changes and restoring the property back to original state at their cost. No changes to the limited common elements is allowed by the home owner, this is the POA's responsibility, if an owner damages or makes changes to the limited common elements, the burden of restoration is on the owner.**

5. The cleaning of dryer vents will begin the end of February. Please notify Dannie if you have any dryer vent issues before then. We are finding that handymen are disconnecting the vertical vents from the main horizontal vent and allowing the lint to blow into the common attic. This creates a fire hazard and must not be done.
6. New plants have been planted at the East end of building 1206/300's. We want to thank Mark Jenks for helping to design and then selecting the plants for this project. An even bigger thanks to Mark for planting and caring for these plants. They will grow 4 to 5 feet high and 4 feet wide. We should see substantial growth this spring. Blooms in the fall will change this unsightly area to a very pleasant view as people drive by our building.



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7. VIP at work cleaning beds around shrubs



8. Yard trash is no longer dumped into dumpsters but hauled to dump by VIP

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**9. We continue to receive complaints regarding pet owners not picking up after their animals. This is a health issue, please pick up after your animals. For your convenience, plastic bag dispensers have been installed by the dumpsters. Pet owners are subject to being fined by the city if caught not picking up after their animals. This is a city wide code. (Chapter 2 of City Ordinance Section 2.01.005 Ordinance 08-04-15B Sec II (b-adopted 04/15/2005))**

**10. Our dumpsters continue to be used as an all purpose dump. Please remember that only household trash is to placed in the dumpster. If you have work being performed by a contractor, please inform them that they are not to use the dumpsters for construction material.**

10. Owners Web Page: Each owner now has an individual web page for your convenience. Documents such as newsletters, insurance declarations, enabling declarations, bylaws, owner statement of accounts and policies will be accessible on this page. Please send your email address to [theoakscondos.hsb@gmail.com](mailto:theoakscondos.hsb@gmail.com) so that we can send you the link to your web page.

Mark, April 9, 2016 on your calendars for our first POT LUCK DINNER. It will be held on the property. Our mission is to let everyone get to know their neighbors. Your board members will be present to answer questions and to provide important information regarding policy updates. Don't miss this opportunity, it should be great fun.

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