



Latham Park Homeowner Association, Inc.
Board of Directors Meeting
March 24, 2021
6:00PM
Minutes

1. **Call to Order** Denver Fox called the meeting to order at 6:05pm
2. **Quorum of the Board** All 5 members present via zoom video conference call.
3. **Affidavit of Notice: Notice was posted onsite 48-hours in advance of the meeting.**
4. **Approval of Previous Meeting Minutes: February 17, 2021** Motion to approve by John Cirrincione, seconded by Angela Francisco. All in favor motion carries.
5. **Financial Update**
 - a. **Reserves:** Reserve study previously not implemented in 2020. Steve Swartz from Florida Reserve Study and Appraisal, Inc. joined meeting. Study opined that reserves were currently 27% funded (poorly funded). Discussed funding projections for boardwalk replacement repair (modification of useful life adjustments so replacement cost projections reflect a spread over multi-year period as opposed to a projected lump sum). Steve will update report to reflect proposed modified dues schedule.
 - b. **Excess Cash from 2020:** \$55,000 excess cash from Operating Account. Will have additional expenses in 2021 due to change in landscaping (approx. \$10,000) that was not budgeted. Discussed options to move some/all into reserve accounts or use some/all to fund projects.
 - c. **Accounts Receivable:** \$1,400 in balance due. Homeowners do not receive notices of balances due under \$20. Angela to develop a proposal for suspension of pool access with delinquent dues.
 - d. **Budget Changes for 2021**
 - e. **Capital Projects – priority list with funding requirements:** Ideas floated included adding to playground, bubblers, etc. Discussion of options to get input from Homeowners. Denver to work with Grounds committee on options for playground improvements.
 - f. **Competitive bidding procedures:**
6. **Committee Updates**
 - a. **Communications:** Justin has resigned from Chair positions. Will need to fill Chair positions.
 - i. **HOA Website:** Need to stop running dual sites. Both sites run on WordPress – Melrose could possibly edit if have login (will do follow up to determine if that will be an additional fee).
 - ii. **Email:** Have majority of homeowners email address. Melrose to audit against addresses to determine where still missing emails.
 - iii. **Community Facebook Page:** Attorney advised that there should be no official Board Member response via Facebook page. Page contains disclaimer that not official page of HOA.
 - iv. **Notice Boards:** Communications or Events committee can be responsible for updating boards. Meetings for year have been posted.
 - b. **Events**
 - i. **Approve committee members:** Motion to approve by Denver Fox. Seconded by Bill Colburn. All in favor motion carries.



- ii. Review Events for 2021: Submission of planned events for year. Will approve per individual events.
- iii. Approved Expenditures for Tables/Tents: Angela
- c. ARB
 - i. Appoint new members: Potential members will be interviewed. John Cirrincione volunteered to be liaison with ARB committee.
- d. Grounds
 - i. Earth Day April 22 (Thursday). Partner with Events to plant a tree. Likely can get a tree donated. Waiting on information on type of tree to determine where to plant. Can possibly connect with Cherrylake contact to determine irrigation location and coordinate on tree location.
 - ii. Clean up event on Seidel for Earth Day.

7. Manager Update- manager sends a report monthly with the financial packet

- a. Request for dates to meet with pond vendor
- b. Melrose to provide a sample of notice letter language

8. Old Business

- a. **Ponds:** One quote for bubblers received at \$30,000 (includes running electrical). Need clarification on number of ponds included in quote. Discussion of option to run electric from house and pay stipend (not feasible in Orange County). Discussion of solar aerator options. Discussion of ability to negotiate electric rate to lower rate with Duke Energy. Quotes for bubblers will need to include permitting process. County provided copies of two use agreements addressing the pond. Melrose to follow up with County on ability to add bubblers. Motion to obtain quotes for bubblers (and maintenance) for two South side ponds by Bill Colburn. Seconded by Angela Francisco. All in favor motion carries.

9. New Business

- a. Pressure washing quotes for perimeter wall and fence. AquaTech was used in past. FM Solutions new vendor (recommended by Lennar). Biggest difference is that AquaTech is smaller Company so cost was higher due to smaller water tanks and equipment. Good experience with AquaTech in past. Motion to go forward with FM Solutions made by Emily Wilcheck. Seconded by Denver Fox. All in favor motion carries.
- b. Insurance renewal: Independent agent shops out quotes. Number provided is best rate found. Motion to approve insurance renewal by Denver Fox. Seconded by Angela Francisco. All in favor carries.
- c. Amendment Review: need to plan for a town hall meeting for feedback. Will do an initial clean-up of rules.
- d. Signage on Homeowner Property: Will be reviewed with the amendments.
- e. Repainting pergolas – quote: John Cirrincione recommends approval of quote. Need repair and paint. Motion to approve quote by Bill Colburn. Seconded by John Cirrincione. All in favor motion carries.

10. Open Forum

11. Date of Next Meeting: Board meets on the 3rd Wednesday of every month. Zoom link changes for next meeting.

12. Adjournment Motion to adjourn at 8:01pm by Denver Fox, seconded by Bill Colburn. All in favor motion carries. Meeting adjourned at 8:01pm

