



Latham Park Homeowner Association, Inc.
Board of Directors Meeting
April 21, 2021
6:00PM
Minutes

1. **Call to Order** – Denver F. called the meeting to order at 6:03 pm
2. **Quorum of the Board** – All 5 members present via zoom video conference call
3. **Affidavit of Notice:** Notice was posted onsite at least 48-hours in advance of the meeting with all meeting dates through March 2022.
4. **Approval of Previous Meeting Minutes:** March 24, 2021- Motion to approve by John C., second by Angela F. All in favor, motion passes.
5. **Financial Update**
 - a. **Excess cash from 2020**
 - b. **Budget Workshop**-set a date; update 2021 budget mid-year: Angela proposes a **Board Budget workshop on May 17 at 6 pm** to go through budget in detail and make decisions on proceeding with excess cash. If have proposed Capital Projects, we can integrate that and take the budget through 18 months. Have increased insurance costs and will need to implement reserve analysis. Anticipate need to increase HOA fees.
 - c. **Capital Projects**- priority list with funding requirements: Should be done as part of the Budget workshop. Place "wish list" on website and post on boards with link/QR code for input.
 - d. **Accounts Receivable:** Currently approximately \$1300. The group of homeowners with \$4 balance was from Jan 2019. Angela moves to write off any outstanding balancing under \$5.00, seconded by Bill C. **All in favor, motion carries.**
 - e. **Collection Process:** Informational - when dues deficient, Melrose sends out notice after 15 days, 30 days intent to lien goes out, additional 30 days to respond, lien letter from attorney, 45 days to respond. Homeowner responsible for attorney fees and costs.
6. **Committee Updates**
 - a. **Communications**-Denver
 - i. **HOA Website update and review:** Up and running and needs to be updated. Melrose will provide an estimate for cost for them to update our website. Will alternatively consider whether can handle through volunteers on Communication Committee.
 - ii. **Quarterly Newsletter**
 - iii. **List of Owners that have not provided permission to receive email communication:** Approx 230 have signed up for email communication.
 - iv. **Recruitment of new members, is this a one-time project for website or ongoing with committee need?** Katherine Price current Committee member David Kilgore has volunteered to help maintain the site. Bill Colburn also able to assist. Would like to have at least a total of 4-5 people.
 - b. **Events**-Samantha
 - i. **Muffins with Mom** on May 8 (mom, grandmas, aunts and friends). Will supply prepackaged muffins, croissants, juice. Cost is \$200 out of Committee funds. Bill C. moves to approve money and flyer. John C. seconded. All in favor, motion carries.
 - ii. **Donuts for Dads** event in June. Cost estimation is \$200 from Committee funds. Bill C. moves to approve. John C. seconded. All in favor, motion carries.
 - iii. **Movie Night on Memorial Day** – Outdoor Movie will set up a screen and equipment to play movie for \$395. Question raised about whether people will attend because of vacation/travel.
 - iv. **Approved expenditures for tables/tents:** Four 8-ft tables needed (\$280); two canopy tents (\$250). Consideration of whether this is funded through General Fund or Events. Denver moves





- to approve \$600 for tables and 2 pop up tents. John C. seconded. **All in favor, motion carries.**
- v. **Garage sale:** Can only have one every 6 months. Looking at having it in the Fall.
- c. **ARB**
- i. Vote on proposed new members-Michael Beckerman and Pamela Miller. John C. moves to approve. Bill C. seconded. **All in favor, motion carries.**
 - ii. **House Paint Templates** – discussion ongoing with intent for ARB to present a plan. Ashton Woods provided a list of the colors utilized. ARB would like to expand palate without impacting overall HOA colors.
 - iii. **Meeting minutes:** Are provided to Melrose at the end of the Committee meeting
- d. **Grounds**-Jason
- i. **Pond bubblers** Vendor Meeting was cancelled. Waiting word reschedule.
 - ii. **New Members** – Eric Harrington and Kendra Holmes. Members in good standing. Denver moves to approve, Angela F. seconds. **All in favor, motion carries.**
 - iii. **Latham Park Beautification Project** Would like a budget understanding of what it would take to clean up. Grounds Committee work with Cherry Lake or other landscaping company for design.
 - iv. **Capital Projects**- priority list with funding requirements and will supply to Board for inclusion on wish list for Capital projects.
7. **Manager Update**- manager sends a report monthly with the financial packet
8. **Old Business**
- a. Signage on Homeowner property- revisit with rule amendments but covered under current covenants and standards
9. **New Business**
- a. How to interact with the committees/authority given to committees-Denver
 - i. Want to allow committees to run as committees and give suggestions to board
 - b. Pool
 - i. **Review current rules:** Request that Grounds Committee Highlight/restate rules (floats, no glass) in article for newsletter
 - ii. **Night use, lighting requirements?** Lighting will be included for Capital Project consideration. Melrose advised cannot use pool at night for use after dark (under current pool permit). Melrose to investigate permit options to allow pool use at evening.
 - iii. **Mosquito control.** Home Team does pest control at pool. \$600 for mosquito treatment monthly at pool area. Would be funded through pest control budget. Concerns raised about content of chemicals for mosquito control and impact to bees. John C. has the control at his home, still have bees but does take care of mosquitos. Emily moves to approve, John C. seconds. **All in favor, motion carries.**
 - iv. **Fireplace repair update** Denver reported that vendor diagnosed gas regulator is bad. Melrose will secure a quote for new regulator. Vendor shut gas valve off. Sand in fireplace is supposed to be in fireplace, specific type of sand required for fireplace. Vendor to submit bid to add sand. Is difficult to use even when functioning. May want to look at changes to make it user friendly if going to fix this. Vendor will include cost on new type of switch to turn on/off.
 - v. **Chairs, umbrellas, etc update** Ground Committee secured quote for new pool umbrellas that auto close in high winds (same type used in Commercial water park). Four umbrellas and four cement bases. Total cost \$3231. Board requests information on level of wind gusts that will shut umbrella. Warranty of 3 years. Budget has \$5,000 allocated for pool furniture.
 - vi. **Maintenance update** Pressure washing pool deck starts Monday (April 25). Pool will need to be pressure washed. Pergola repair is still being scheduled.
 - c. Community Rules updates
 - i. Open a taskforce with lead to recruit 2-3 members for a one-time project
 - People can submit their proposals to Board





- Goal to eliminate gray and be more specific
 - ii. Set date and time for townhall meeting
 - iii. Board to look at compiling a list of infractions cited by Melrose and providing that information to Homeowners in general.
- d. **Basketball hoop proposal**- Issue stored away when “not in use” has been interpreted to be daily/immediate moment, meaning that homeowners are forced to attempt to move heavy basketball hoops from back of house or garage to drive every time they seek to play. Proposal: allow homeowners to apply for a continued use permit that would allow them to maintain a hoop on the drive subject to certain conditions. Discussion about adding provision for hours for basketball play in line with Orange County noise ordinance. Discussion on whether to waive or enforce fees for those who have violation letters with attorney. Table that decision until have more information on the amount of homes with attorney letters, and amount of attorney fees. Discussion about adding \$25 annual permit fee. Discussed that should be managed through ARB so that can be tracked and handled consistently. Denver moves to approve with amendment for noise ordinance, enforcement by ARB, run from June 1 to June 1 and \$25 administrative fee. John C. seconded. **All in favor, motion carries.**
- e. **Fines committee**-Angela
- i. Enforcement process laid out in rules is progression of 3 letters and then send to attorney for enforcement.
 - ii. Consideration of issuing fines for violations.
 - iii. Should be considered when review rule amendments.
- f. Letters to homeowners, issues of safety in the community.

10. Open Forum

Fishing: County owns the ponds and has advised that fishing is not permitted. Reach out to District 1 representative, Nicole Wilson.

11. **Date of Next Meeting:** Board meets on the 3rd Wednesday of every month at 6pm.

12. **Adjournment** John moves to adjourn at 8:23 pm. Bill C. Seconded. **All in favor, motion carries.**

