



Latham Park Homeowner Association, Inc.
Board of Directors Meeting
September 16, 2021
6:00PM

Meeting Minutes

1. **Call to Order** – Meeting called to order at 6:05 PM
2. **Quorum established** with Denver Fox (President), Emily Wilcheck (Secretary) and Bill Colburn (Director)
3. **Affidavit of Notice:** Notice was posted onsite and on Lathamparkhoa.com at least 48 hours in advance of the meeting with all meeting dates through March 2022
4. **Approval of Meeting Minutes** for August 18, 2021. Motion by Emily. Second by Bill. **All in favor, motion passes.**
5. **Financial Update** (Denver)
 - a. Denver connected with Melrose to confirm that surplus funds following FY 2021 may be approx. \$80k
 - b. Still seeing some dues behind following dues increase. Will continue to watch to make sure homeowners are transitioning to new amount
6. Committee Updates
 - a. ARB Committee – email update provided by Sean Holmes
 - i. Next meeting Thursday Sept 16 6 pm
 - ii. 6 pending applications
 - b. Communication Committee – Bill Colburn
 - i. Continuing research into Docusign for possible electronic balloting/voting (looking at protections to limit one vote per household and associated costs). Would be combination of electronic voting for those that opt in and mail paper voting for others
 - ii. Denver identified Election Buddy as an alternative electronic voting option for consideration and comparison
 - iii. PandaDocs mentioned as another option for consideration
 - c. Grounds Committee – Jason Krasnow
 - i. Eric Harrington stepped down. Looking for other volunteer committee members
 - ii. Little library - \$400 for Little Library purchase and \$250 for install of both (one donated by community). Denver moves to move forward with purchase and installation. Seconded by Bill. All in favor, motion carries
 - iii. Drum tables from pool. Will include in newsletter that they are available on a first come, first serve basis. Will dispose of at the end of the week.
 - iv. Bill meet with Crime Prevention to secure a quote to support WiFi connection issues at pool. Waiting for a quote.
 - Crime Prevention will also provide quote on locks for side gates.
 - Jason has another option to pursue for a quote
 - Phoenix is providing a quote as well
 - v. Securing quotes for entrance beautification project
 - vi. Reminder to trim trees in tree lawns in front of homes
 - vii. Cherry Lake will be trimming trees to 8-10 feet on Bradleigh connection between North and South sides
 - viii. Playground equipment updates
 - Communication committee set out survey (111 votes)
 - Top three items identified:
 - a. Shade – cost to cover tot lot and mulch area approx. \$21,000
 - b. Swings – extended playground area and swings approx. \$9,300
 - c. Updated equipment total package

A Subsidiary of

the **MELROSE**
corporation

- i. Shade, expanded area with swings, climbing equipment
 - ii. All in price (installation included) \$38,500
 - d. New area for "big" kids (5-12)
 - i. Area behind current tot lot
 - ii. Swings, picnic tables (installed), playset (2 different options)
 - iii. All in price \$58,500
- Will put the 3 package options out for community interest poll
- d. Events Committee – Samantha Reed
 - i. Researching a golfing event
 - ii. Oct 2 garage sale 8:00 am – 2:00 pm. Application will be submitted to Orange County
 - iii. Halloween falls on Sunday. Would like to host a pumpkin painting event Saturday, Oct. 30
 - Households to bring own pumpkin
 - HOA provides paint and decorating tools
 - Events Committee will supply cost estimate (expected to be minor)
 - Trunk or Treat option discussed. Asked for community coordination on this idea.
 - iv. Thanksgiving
 - Food Drive planned (exploring if can do it for week or rather have it align with run)
 - Individuals will plan a Turkey Trot (not affiliated with HOA)
 - v. Looking at Holiday Party options for December (open for suggestions – Ugly Sweater party, etc.)
 - e. Ad-Hoc Committee – Haley Pereira
 - i. Have identified Local and National Management companies that will submit Request for Proposals
 - ii. Working on a draft Request for Proposal
 - iii. Have identified a process for reviewing proposals and presentation to the Board
 - iv. Motion to add Haley and Tony to committee made by Denver. Second by Bill. All in favor, motion passes.
7. Manager Update
- a. Will be doing community review next Thursday and will be looking for trash can violations
 - b. Reminder that water softeners and air conditioning units should not be seen from road per covenants
8. Old Business
- a. Basketball hoop reminder – if have basketball hoop, reminder to fill out application for continued use with ARB
 - b. Pool Side Gate updates – securing quotes for lock system
9. New Business
- a. Boardwalk cleanup
 - i. Floralawn quote \$3,150 (no specific detail on how far back things being trimmed)
 - ii. Cherry Lake quote \$3,663 (Denver had conversation reinforce quality of work)
 - iii. Denver moves to approve Cherry Lake bid. Emily seconds. All in favor, motion passes.
 - b. Quotes for additional Electric Outlets to Entry Median for Holiday Lights
 - i. JL Electrical \$2,435 (adds a new breaker)
 - ii. Palmer Electric \$1,645 (using an existing circuit)
 - iii. If problem is that conduit collapsed under road, cost will go up significantly (example Palmer submitted estimate of approx. \$7,000)
 - iv. Going to table this – retain it on list but will evaluate moving forward after addressing other priority items
 - c. Pocket Park Power Washing
 - i. Top Dawg - \$2,150
 - ii. Aqua Tech - \$2,400
 - iii. Denver moves to approve Top Dawg. Bill seconds. All in favor, motion passes.
 - d. Reminder that curbs and sidewalks in front of homes are homeowner's responsibility
 - e. Pest control – Melrose will follow up with vendor to make sure they are providing service
10. Open Forum



- a. AW replaced dead palm trees on Lake Huckleberry Lane but one has died. Melrose to follow up on whether there is warranty.
 - b. Semi-circle sidewalk spaces in pocket park – No plans for bench or bike racks
 - c. Halloween decorations allowed to go up early?
 - i. Denver moves to amend Community Rules to allow Halloween decorations September 15 through November 15. Bill second. All in favor, motion carries.
 - ii. Bill moves to add LGBTQ+/National Coming Out day to item 5 under Holiday Decorations. Denver second. All in favor, motion approves
 - iii. Proposed modification for Community Rules
11. Date of next meeting: Board meets on the 3rd Wednesday of every month at 6:00 pm
12. Adjournment – Denver moves to adjourn at 7:59 PM. Bill second. All in favor, motion carries.

