

PALM LAKE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

MEETING MINUTES

AUGUST 21, 2020

The Board Meeting was called to order via teleconferencing by President Ned Timmer at 7:05 p.m.

Board members present: Ned Timmer, Fred Lenz, Ben Ellis, Marty Crosley and Mike Ketchum

Homeowners present: Katherine Adams and Steve Hunter

President Timmer stated that this was the first board meeting held since May and noted the addition of Ben Ellis to the board who will be serving as ARB Chair and the transition of Marty Crosley to the position of Treasurer replacing Joe Sikora.

SECRETARY'S REPORT

Mike Ketchum presented for approval the minutes from the May 21 Board Meeting and the August 11 Special Board Meeting. Action was deferred on the May 21 Minutes until later in the meeting. With respect to the August 11 minutes, a motion was offered and seconded to approve the minutes. The motion was approved without objection.

ARB REPORT

Ben Ellis reported ARB approval had been granted for shutter re-painting at 8600 Crestgate Circle and he would seek to confirm the nature of the planned sodding work at 8654 Crestgate Circle. Ellis added that ARB approval was not required for the brick pavers repair at 8673 Crest gate Circle.

Ned Timmer suggested the discussion on ARB violation notice protocols be deferred until later in the meeting.

OPERATIONS REPORT

Fred Lenz shared that due diligence was underway on future projects. Meetings have been held with potential sidewalk repair vendors and it has been decided to replace certain the sidewalk panels rather than grind them. Residents will be notified of the repair work which will commence in October and take about a week to complete. On the uncompleted retention pond work, Lenz noted the current water level due to the summer rains was high and when drier conditions permit the final grading will occur along with

final payment to the vendor at that time. Ned Timmer noted the work is projected to cost approximately \$11,332. This amount was covered via a previously approved board motion to spend up to \$12,000 for the sidewalk repairs. The balance in the \$12,000 authorization may be applied to root cutting machinery rental if it is found necessary.

TREASURER'S REPORT

Marty Crosley reported a check for \$22,500 had been received by the PLHOA in the settlement for delinquent HOA annual dues at 8740 Crestgate Circle and the associated legal costs to recover the delinquent dues. As a result, PLHOA legal counsel will conclude the pending foreclosure action.

Crosley noted he had reviewed the PLHOA books for January thru July 2020 and is confident all is in order now. He indicated the retained CPA provided some good guidance in keeping the books going forward as compared to previous years. The CPA confirmed for the board that Reserve Accounts were not to be considered as liabilities but as assets. Timmer will distribute to the board for review Crosley's revised financials work shortly.

Timmer summarized the budget discussion by stating a budget meeting on future needs and their funding would be required shortly and requested Fred Lenz to recommend the 2020 projects. Lenz mentioned tree trimming, and wall maintenance as 2020 possibilities and suggested the projects be coordinated with the Beautification Committee.

NEW BUSINESS

Ned Timmer reported on the significant repair work to the sprinkler system that he has undertaken recently. The work included a new control system which he foresaw resulting in significant future electrical savings. Timmer is continuing to engage in some weed control and fertilization work. He also reported that blue road reflectors noting the location of fire hydrants had been installed as well as some new electrical outlets and that the speaker system at the gate had been repaired.

The planned board discussion on the Duke light poles was tabled until further information can be obtained from Duke Energy.

Timmer next recognized Mike Ketchum to update the board on the work of the Beautification Committee. Ketchum noted significant landscaping changes and improvements have occurred throughout Palm Lake over the past several months that have received compliments from both residents and non-residents. The current landscaping project is nearing completion with some minor shrub replacement and further mulching scheduled soon. Ketchum indicated it appears the landscaping project will come in about \$2,000 under budget due to the support of volunteers and the fact good prices were obtained on plants and sod.

Ketchum mentioned the Beautification Committee recently has been gathering information from various potential masonry, stucco, lighting and sign vendors in order to get a fix on what various repairs may cost. The information will be necessary to qualify for an Orange County Neighborhood Grant that will be matched with PLHOA funds. Once the information is compiled, the Beautification Committee and the board will collaborate on preparing a grant application to submit to the county on or about October 1, 2020.

Discussion next occurred with views being exchanged on developing proper protocols for ARB violation notices to ensure that ARB enforcement practices were uniform and not selective. Concerns were registered as to the appearance of some roofs in Palm Lake and the best ways to encourage their timely cleaning. ARB Chair Ben Ellis, possibly along with other board members, is planning to conduct a “walk around” to further assess compliance with Palm Lake’s Planning Criteria requirements.

The final item of business was approval of the May 21, 2020 board minutes that had been deferred earlier in the meeting. A motion was offered and second to approve the minutes. The motion was approved without objection.

The meeting was adjourned at 8:43 p.m.