

Waggoner Park Board Meeting

Waggoner Park Board Meeting		
Date: 10/21/2021	Time: 6:00pm	Meeting Location: Zoom
Meeting called by	Sam Howorka at 6:19 pm, seconded by Tisa Marshall	
Adjourn called by	Sam Howorka at 8:05, seconded by Tisa Marshall	
Type of meeting	Monthly Board Meeting	
Facilitator	Brandon Long	
Note taker	Samantha Howorka	
Attendees	Sam Howorka, Mike Shaffer, Tisa Marshall, Alex Wright, and Paul Elswick	
Agenda Topic: Approval of September Minutes		
Time Allotted: 5 min	Presenter: Sam Howorka	
Discussion	No changes or revisions needed for S minutes.	
Conclusions	Sam Howorka moves to approve August Minutes. Mike Shaffer seconds. None opposed. Passes by acclamation.	
Action Items	Person Responsible	Deadline
Agenda Topic: Approval of July, August, and September Financials		
Time Allotted: 10 min	Presenter: Ellie Deschaine	
Discussion	July, August and September financials reviewed. No changes or concerns.	
Conclusions	Paul moves to approve July, August, and September minutes. Sam seconds. Passes by acclamation.	
Action Items	Person Responsible	Deadline
None.		
New Business		
Agenda Topic: Open Bids		
Time Allotted: 10 min	Presenter: Brandon Long	
Discussion	Silver Maple Decks	

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	<ul style="list-style-type: none"> • Bid reviewed for replacement of the 76 deck posts and 38 decks along Silver Maple. • American Vinyl bid for \$27, 740.00 submitted. • Bid includes replacement of post base hardware, post, and post to beam hardware. Post replacement will consist of 6x6 pressure treated lumber. <p>Silver Maple Shutters</p> <ul style="list-style-type: none"> • Bid reviewed for replacement of shutters on silver maple. • Bid for \$11,040.00 submitted for replacement of 48 pairs of vinyl shutters on 2 buildings. Shutters to be replaced to match existing. 		
Conclusion	<p>Silver Maple Deck</p> <ul style="list-style-type: none"> • Paul moves to approve bid, Mike seconds. None opposed. Passes by acclamation <p>Silver Maple Shutters</p> <ul style="list-style-type: none"> • Mike moves to approve the bid, Sam seconds. None opposed. Passes by acclamation. 		
Action Items		Person Responsible	Deadline
None			
Agenda Topic: Plant Renovation Plans			
Time Allotted: 10 min	Presenter: Brandon Long		
Discussion	Reviewed proposal from Proscap on plant renovations for the community. Includes both removal of dead or damaged plants, as well as replacement of plants in those removed areas. Additional proposals for plant renovations in bare areas throughout the community.		
Conclusion	Decision to ask for quote from Proscap on the scope of the work, and review once received. Will add to agenda for next meeting.		
Action Items		Person Responsible	Deadline
Brandon to work with Proscap to get quote for next meeting.		Brandon Long	11/16/21
Agenda Topic: Blacktop Repairs			

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Time Allotted: 5 min	Presenter: Brandon Long		
Discussion	Brandon confirms that M&D is not available for repairs this year. Will need to be addressed in early 2022.		
Conclusion	Board requests that we start to address in January 2022 to get repairs started in spring 2022.		
Action Items		Person Responsible	Deadline
None			
Agenda Topic: Roof/Gutters & Downspouts Project			
Time Allotted: 5 min	Presenter: Brandon Long		
Discussion	<p>Brandon has received insurance claims or receipts from purchases from only three homeowners related to basement flooding associated with downspouts.</p> <p>Concerns raised that we need this information to be able to get repairs addressed by Feazel.</p>		
Conclusion	Will send letter out to those that were affected by the flood to send their information on damages by defined deadline.		
Action Items		Person Responsible	Deadline
Brandon to send letter to those that reported damages, and include a deadline to return the needed information by 11/12/21.		Brandon Long	10/22/21
Agenda Topic: New Business—Open Session			
Time Allotted: 5min	Presenter: Brandon Long		
Discussion	No new business discussed.		
Conclusion			
Action Items		Person Responsible	Deadline
None			
Old Business			
Agenda Topic: Community Camera Additions			
Time Allotted: 5 min	Presenter: Brandon Long		

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Discussion	Paul shared that he is still working on scheduling time to look at camera installation, and server capabilities for these.		
Conclusion	Paul to continue working on gathering information on camera installation and server capabilities, and report at next meeting.		
Action Items		Person Responsible	Deadline
Update to be provided at November meeting.		Paul Elswick	11/16/21
Agenda Topic: Open Session			
Time Allotted: 5 min	Presenter: Brandon Long		
Discussion	<p>Lighting Throughout the Community</p> <ul style="list-style-type: none"> • Brandon shared that AEP • Brandon shared the difference between street lights vs area lights in area records. According to these, Waggoner Park's lights are set up as area lights, when they are really street lights. • Currently Waggoner Park owns these lights. • AEP is currently switching all their area lights to LEDs, which would not include our lights since they are technically listed as street lights. • AEP would like to buy Waggoner Park's lights, switch to LEDs, add smart meters, and complete all maintenance. Waggoner Park would then lease these back. • Brandon shares that this would be a positive for Waggoner Park in the beginning, but would then be a negative cost for the community. • Discussion to hold off on accepting, and look at bids from other companies to get lights switched over to LEDs. • Brandon to update at next meeting. <p>Bulk Pad</p> <ul style="list-style-type: none"> • Mike shares that the bulk pad is starting to become problematic because they are starting to find needles in trash dumped. • Mike shares that are issues with the current size of the bulk pad. • Brandon and Paul shared that past plans were to make the bulk pad three times the size, but the board at the time the bulk pad was built, changed the plans and decreased the size. 		

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	<ul style="list-style-type: none"> • Sam asks if there is a code that limits how many bulk pads you can have in the community. Mike and Paul shared that there are rules on the number and area where a bulk pad can go. • Bulk pad change would come out of reserve fund. Decision to move forward with budget discussion at this time, and discuss later. 		
Conclusion	See above.		
Action Items		Person Responsible	Deadline
Brandon to update on lighting project at next meeting.	Brandon Long	11/16/21	
Agenda Topic: 2022 Budget Discussion			
Time Allotted: 10 min	Presenter: Brandon Long		
Discussion	<p>Budget for 2022 reviewed.</p> <ul style="list-style-type: none"> • Brandon shared that we have \$61,395 over to add into additional areas of the budget. • Decision to budget 44,500 for capital expense for lighting. • Pool supervision was under Security Non Payroll, which was why it looked like zero was budgeted. This has been split between the two for 2022. • Decision take our budgeted amount on pool and clubhouse cleaning to \$15,000 since most restrictions have been lifted, and we do not foresee any changes to that. • Decision to plan for leaving pool open past Labor Day again. • Sam raised questions on if we could purchase our own pool supplies for 2022 since getting products and supplies are a national issue. Brandon shared that there are regulations with storage. Decision to continue get supplies from pool company that manages pool in summer. • Increased pool supply budget to account for any increase in supplies for 2022. • Community social events: Sam recommends budgeting some money for community/social events for 2022. Discussion to budget some money for this, in hope of having an event or two in 2022. <ul style="list-style-type: none"> ○ Discussion to have refreshments at annual meeting, and potentially an event in the fall. ○ \$1,500 budgeted for community/social events. • Decision to increase our budgeted amount for utilities due to increases seen nationally. Decision to increase 		

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	<p>by 25% in case we see increases. Electric budget increased to \$21,000.</p> <ul style="list-style-type: none"> • Decision to increase budget by 25% on water and sanitation. • Police/Security <ul style="list-style-type: none"> ○ Discussed need to have our off duty police officers come later in the evening/night when crimes appear to be high. ○ Brandon to follow-up with our off-duty police officers to see if we can see a change in hours. • Delinquency notice fees now being charged by Towne Properties. It is an additional \$5 dollars to pay for the copies, postage, envelopes. Those dollar amounts need to be accounted for. This will be an added budget item, but will be reimbursed. This will be accounted for in miscellaneous expense. 		
Conclusion	Paul moves to approve the budget with the changes made this evening. Mike Shaffer seconds. None opposed.		
Action Items		Person Responsible	Deadline
None			
Next Meeting: November 16, 2021 at 6pm			