

**Sparkling Waters Homeowners Association (SWHA)  
Board of Directors (BoD) Meeting  
June 15, 2024**

**Participants:**

Barry Graham, President  
John Totty, Vice President  
Alicia Graham, Secretary/Treasurer  
Michael Manion, Director-at-Large

1. Meeting conducted via Google MEET video conference and commenced at 7:30 PM CT. Meeting was recorded. It was properly noticed with notices posted on website and also near the mailboxes on June 6, 2024.
2. Agenda: Approve minutes from 21 Feb 2024 BOD meeting, backflow preventer repairs, boats/trailers parked long term and neighborhood improvement projects including discussing two bids for HOA signs attached.
3. **February Minutes.** BoD approved the minutes from the February 21, 2024 BoD meeting without any stipulations. Minutes posted at: <https://sparklingwatershoa.com/Documents.php>
4. **Backflow Preventer Repairs.** It is a complex piece of equipment made out of brass and the device itself costs \$575. We hired a plumber to install it in early March, total cost was \$925. The county inspected it and passed it on March the 25th, but in May it began leaking again out of the bottom where the overflow valve is. The plumber said the cause is almost always debris. Barry then called the manufacturer to talk to their tech support. Tech support provide sufficient guidance to repair the leak. We also installed a tap that is upstream from the backflow preventer to help with clearing the lines in preparation for winter weather. Total cost \$30, so major additional bill for repair averted.
5. **Boats/Trailers parked long term.** We currently have an existing violation on Radiant Circle and we've now had two complaints about it. Michael Manion contacted the violator and was told that the rusty boat form parked behind his house shouldn't have been visible from the "outside." However, it was indeed visible from the common walkway/boardwalk, hence the complaints. The violator did agree to remove the boat form from its current location.
6. **HOA Sign Replacement.**
  - a. Lloyd Burrough solicited bids from six sign companies and only received two bids, one from Boardwalk Designs and the other from CJ Signs and Design. He did say CJ was a small business, responsive and hungry for the work.
  - b. Per Barry: Boardwalk Designs made and installed our existing signs in 2008. We had good luck with them. They were responsive they were competitive in terms of their pricing. And those signs have lasted 16 years. Boardwalk priced two items not priced by CJ Signs and Designs: 1. replacing the "Private Property" signs at either end of the boardwalk, \$109 additional; 2. A new entry sign in the flower bed near Frank's house at the entry of Shimmering for \$1978. Total price is \$6752.
  - c. CJ Signs and Design bid includes replacing the hanging sign in front of Lloyd's house. That's \$888 with installation, replacing the street signs \$1731, replacing our private property signs that are at the entrance of the subdivision: \$326 with installation. And then replacing one but not both of the old metal private property signs, \$109 with installation. The total with tax without two extra items is **\$4981**.
  - d. Comparing apples to apples, Boardwalk Design's total with tax but excluding the two extra items is **\$4519**, so they have the lower bid.
  - e. Barry discussed with Lloyd Burroughs whether or not to replace the sign in front of his house. Lloyd requested the current sign in front of his home be removed and not be replaced. So, we will remove the hanging sign from the bid we accept.
  - f. Barry asked the Board to approve going with the Boardwalk proposal with two changes: eliminating the replacement of the hanging sign in front of Lloyd's house, and adding a

second sign at the other boardwalk entry. The Board voted to approve the Boardwalk Designs proposal by a vote of 4 – 0.

- g. Subsequent to the meeting, the Boardwalk proposal was updated, and pricing was increased by approximately \$200 when it was accepted.

7. New Business:

Need to schedule a BoD meeting in Sep/Oct 2024 to discuss status of the sign replacement project.

- 8. BoD meeting adjourned at 8:10 PM CT.

Minutes as recorded by:

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Alicia Graham, SWHA Secretary/Treasurer

Approved by:

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Barry Graham, SWHA President

Attachment: BoDMeetingCharts20240615.pdf

# **BOARD OF DIRECTORS MEETING**

## **JUNE 15, 2024**

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Sparkling Waters Homeowner's Association

# AGENDA

- Meeting notice
- Approval of February 21, 2024 BOD Meeting Minutes
- Backflow preventer status
- Boats and trailer parked long term
- Neighborhood improvement projects
- Bids for updating HOA signs

# MEETING NOTICE

- Meeting properly noticed
  - At least forty-eight hours notice to all members required
  - Posted on webpage June 6, 2024
  - Signs posted near mailboxes and entrance sign (prominent places) on June 6, 2024
- No objections to notice

# MINUTES FROM FEB 21, 2024 MTG

- February 21, 2024 Draft BOD Minutes posted [HERE](#).
- Comments
- Approval

# BACKFLOW PREVENTER STATUS

- Backflow preventer was replaced in early March; \$925
- County inspected and passed the device on March 25
- Backflow preventer began leaking in May
- Contacted plumber and manufacturer for guidance
- Troubleshooting showed that it was a fouled check valve (debris)
- Cleaned valve and installed a “winterization” valve in early June

# BOATS AND TRAILERS PARKED LONG TERM

- President is looking for assistance to help enforce boat and trailer parking violations
- Have had two complaints about current violation
- Update status and willingness to help with this issue



# BIDS FOR UPDATING HOA SIGNS

- Two bids received from six companies contacted:
  - Boardwalk Designs: \$6,783 / \$4,519 installed
  - CJ Signs and Designs: \$-,--- / \$4,981 installed



These two are equivalent

# BOARDWALK DESIGNS

- Boardwalk made and installed our existing signs in 2008
- Bid includes (prices are without tax)
  - Replacing our entry sign with a duplicate using existing frame: \$1,278
  - Adding a new entry sign in bed near Frank's house\*: \$1,978
  - Replacing hanging sign near Lloyd's house: \$888
  - Replacing street signs: \$1,731
  - Replacing Private Property signs: 326
  - Replacing old metal Private property sign: 109
  - Total without tax: \$6,310 / \$4,223
  - Total with tax: \$6,752 / \$4,519

# DETAILS OF BOARDWALK BID

1 - 35.5" tall x 66.5" wide x .50" thick Single-Sided Entry Ground Sign Panel with Raised and Painted Border and Dimensionally Carved and Painted Letters "Sparkling Waters"; to include Applied 15.5" x 27" x .25" Oval Logo Medallion with Laminated Digital Print Face. Mounted on 5" x 5" x 68.75" tall (above grade) H-Frame with Painted Capitals and Post Bases or Skirts.  
Cost - \$1,890.00 plus tax & installation  
Installation Cost: \$87.50 plus tax



New Entry Sign at Shimmering

1 - 23.5" tall x 32" wide x 1.0" thick Double-Sided Swing-Arm Sign with Raised Dimensionally Carved and Painted Copy (Sparkling Waters) and Raised / Painted Border; to include 8" x 14.5" x .25" Oval Logo Panels (both sides). Sign Panel and Logo Medallions to have Laminated Digital Print Faces.  
Cost - \$800.00 plus tax & installation  
Installation Cost: \$87.50 plus tax

NOTE: The down-rods on this sign run thru the middle of the sign and are bolted to the swing-arm on the post. The down-rod bracket will have to be removed (unbolted) and the frame unit (which will include the sign panel) must be brought to the shop so that a new sign panel can be mounted on the existing down-rod frame.



Replace Hanging Sign at West Boundary

# DETAILS OF BOARDWALK BID (CONT)

3 - 17.5" tall x 23.5" wide x .50" thick Single-Sided "Private Property" Sign with Laminated Digital Print Face and 8" x 14.5" x .25" Oval Logo Medallion with Laminated Digital Print Face. (Does not include cost of Post).  
 Cost - \$85.00 ea. / \$255.00 plus tax & installation  
 Installation Cost: \$23.50 ea. / \$72.00 plus tax

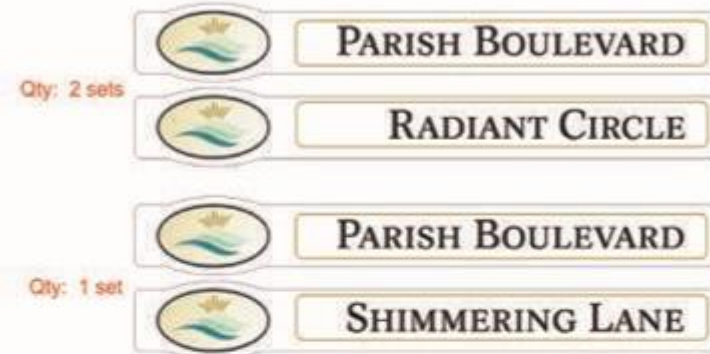


Existing Signs:



Replace Private Property Signs

6 - 6.25" tall x 47.5" wide Double-Sided Street Name Blade Signs with 3.5" x 33.25" x .125" thick ACM and Engineer Grade Reflective Applied Street Name Panels and 5.5" x 9.5" Oval Logo Sign Panels with Digital Print Faces.  
 Cost - \$250.00 ea. / \$1,500.00 plus tax  
 Installation Cost (6) - \$38.50 each / \$231.00 plus tax



Existing Signs:



Replace Street Signs

# DETAILS OF BOARDWALK BID (CONT)

1 - 35.5" tall x 66.5" wide x .50" thick Single-Sided Entry Ground Sign Panel with Raised and Painted Border and Dimensionally Carved and Painted Letters "Sparkling Waters"; to include Applied 15.5" x 27" x .25" Oval Logo Medallion with Laminated Digital Print Face. Mounted on 5" x 5" x 68.75" tall (above grade) H-Frame with Painted Capitals and Post Bases or Skirts.  
Cost - \$1,890.00 plus tax & installation  
Installation Cost: \$87.50 plus tax

79.5"  
66.5"  
35.5"  
68.75"  
15.5" x 27" x .25" Logo Panel with Digital Print Face

**Sign Location:**

1 - 17.5" tall x 23.5" wide x .50" thick Single-Sided "Private Property - Entry Limited" Sign with 8" x 14.5" x .25" Oval Logo Medallion; Sign Panel and Logo Medallion to have Laminated Digital Print Faces. (Does not include Post.)  
Cost - \$85.00 plus tax  
Installation Cost: \$23.50 plus tax

23.5"  
17.5"

**Existing Sign:**

Add New Entry Sign at Shimmering Ln

Replace Old Metal Private Property Sign

# CJ SIGNS AND DESIGNS

- Bid includes (prices are without tax)
  - Replace entry sign by Totty's: \$1,190
  - Replace hanging sign by Lloyd's: \$1,078
  - Replace Private Property signs at entry: \$414
  - Replace street signs: \$1,134
  - Installation: \$840
- Total without tax: \$4,656
- Total with tax: \$4,981

# BUDGETARY IMPACT DISCUSSION

- We have \$4,400 available to spend if we don't have any expenses other than supplies for two workdays.
- BD total cost: \$4519. How can we reduce the CJ total cost by \$600?

## **Options:**

1. Self Install? CJ install is \$840. BD install is \$362.
2. Delay replacing Private Property signs til next year?
3. Order metal signs online via Smart Signs in some cases.

# NEW BUSINESS

- New business from the Directors
  - Any new items?
- New business from the Members
  - Any new items?