

1 **KEY VISTA MASTER HOA, INC.**
2 **Minutes of the Meeting of the Board of Directors**
3 **Thursday, February 16, 2017**
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5 The Regular Meeting of the Board of Directors of Key Vista Master HOA, Inc. was held on February 16,
6 2017 at the Key Vista Clubhouse, 2530 Key Vista Blvd., Holiday, FL 34691.
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8 **First Order of Business**
9 **CALL TO ORDER – ROLL CALL – QUORUM**
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11 The meeting was called to order at 7:18 PM. Directors present were Ellen Maracotta, Lori Loucas,
12 Tammy Gulley, Chris Sejack, Tom Mazzant, and Joe Harris. Also present was Kelley Cate of Terra
13 Management Services, LLC. Several homeowners were also in attendance. Proper notice of the
14 meeting made in advance of the meeting as required. A quorum was established.
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16 **Second Order of Business**
17 **MEETING MINUTES – JANUARY 26, 2017**
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19 The minutes of the January 26, 2017 meeting had previously been distributed for review. There being
20 no changes, motion was made to accept.
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22 ***On Motion made by Joe Harris, and duly seconded by Chris Sejack, the Board***
23 ***unanimously approved the Minutes of Meeting of January 26, 2017 as submitted.***
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26 **Third Order of Business**
27 **TREASURER'S REPORT**
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29 Lori Loucas presented a report with the October through December financials combined. She stated that
30 the financials show that the association was \$350,000.00 over budget, but that \$320,000.00 of that
31 amount was the transfer of funds to the reserves. She asked that December's financial be delayed in
32 posting. Motion was made to accept the financial report.
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35 ***On Motion made by Chuck Newman, and duly seconded by Ellen Maracotta, the***
36 ***Board unanimously approved the Treasurer's report as submitted.***
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39 **Fourth Order of Business-**
40 **MANAGEMENT REPORT**
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43 *Resales.* Seventeen new owners as of 11/1/16.
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45 *Delinquencies.* Delinquency balance as of 1/31/17: \$162,831.63. Forty intent to liens generated in
46 February.
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48 *Grounds.*

- 49 • 3 Seasons Lawn Care awarded landscaping contract starting February 1, 2017 with irrigation
50 included in monthly services.

- Three telephone lines are scheduled to be switched back to a landline (not internet based) on February 16, 2017.
- Camera installation scheduled for February 14, 2017. Was completed, however the Board expressed dissatisfaction with the cameras installed at the guardhouse at the main entrance and therefore payment will be withheld for that portion until a resolution is obtained. Discussion was held regarding installing bollards.

On Motion made by Chris Seffack, and duly seconded by Joe Harris, the Board unanimously approved spending an additional \$5,000.00 on the cameras to get the rear gate and other areas up to obtain better coverage.

- Bay Field Court Project: W.R. Sainsbury received the permits on February 7th. Received a message from the owner February 9th stating that the company that was to install the well is now at least six weeks out before even starting the project. He will be contacting a secondary company to see if they can do the project sooner and at the same cost; no update as of 2/10/17.
- Cutbacks: Renegade Services was given approval to start cut backs starting at the end of Pond 2, extending behind Pond 1 and to behind 2906 Ponce Court. Cost: \$2,125.00. This work was previously proposed and all areas were done but this section due to ground conditions. Kelley Cate stated that a general release needs to be signed- contractor does not have workers comp. After discussion it was requested to have 3 Seasons submit a proposal for the cutbacks and Brazilian pepper tree treatment.
- Erosion: 2813/2817/2743 Plantain have created erosion issues. At least two of those addresses received previous correspondence with no change; up for decision to send on to legal counsel for further action. Motion was made.

On Motion made by Chuck Newman, and duly seconded by Lori Loucas, the Board unanimously approved sending the matter of erosion for 2813/2817/2743 Plantain to the association's legal counsel for handling.

- 2813 Punta Palma: Owners removed HOA sidewalk when installing paver driveway. Discussion was held regarding past practices that permitted removal of the sidewalk. It was mentioned that there was a form or resolution in the past that released the association from any liability of the area and release of having to replace the sidewalk or repair the pavers in the future.

MISCELLANEOUS/COMPLAINTS:

- Owner submitted complaint that the tennis court net closest to the parking lot is falling apart on 1/25/17. Reported to Clyde to replace if necessary. Replaced 2/14/17 by Clyde.
- Owner reported on 2/6/17 that a recycling truck on January 11th spilled oil/something else on roadway. Reported it to their management company but nothing has been cleaned up.

At this time it was stated that there were no committee reports.

Fifth Order of Business-
MEMBER COMMENTS

Residents asked for introductions of the new Board of Directors. Each director introduced themselves in turn.

There were no other comments.

Sixth Order of Business-
OLD BUSINESS

New Fencing access. Discussion was held regarding the proposed pedestrian gate and fencing at the front and rear entrances. It was decided to only do the rear gate and to try to get the system to use a key fob similar to what is already being used.

Seventh Order of Business
NEW BUSINESS

Parking Policy. A new parking policy was distributed to the Board to review that addresses loop holes in the current policy. It was requested that language be amended to include that special circumstances will be reviewed for approval on a case by case basis.

Collections Policy. A new collections policy was distributed to the Board to review. It was requested that the language regarding suspensions be changed. Motion was made.

On Motion made by Chuck Newman, and duly seconded by Lori Loucas, the Board voted 5 – 2 to approve the amended collections policy. Ellen Maracotta and Joe Harris were not in favor. Motion carried.

Fitness Equipment Contract. Two proposals were presented to the Board for maintenance on the exercise equipment. After discussion, motion was made to approve Bandit Fitness.

On Motion made by Joe Harris, and duly seconded by Chuck Newman, the Board unanimously approved the proposal submitted by Bandit Fitness for quarterly maintenance of the fitness equipment.

Clubhouse floor cleaning. Two proposals were submitted for deep cleaning of the floors, rugs, and gym floor. Discussion was held regarding the proposals; it was decided that the gym and rugs were not needed to be done. Motion was made.

On Motion made by Chuck Newman, and duly seconded by Tammy Gulley, the Board unanimously approved Kevin Gable for the floor cleaning, with the exclusion of the rugs and gym floor.

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Tenth Order of Business
ADJOURNMENT

There being no further business, the Board adjourned at 9:05 PM.

Approved:

_____ (Signature)

_____ (Date)