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**KEY VISTA SINGLE FAMILY
HOMEOWNERS ASSOCIATION, INC.**

**Board of Directors Meeting Minutes
August 9, 2022
06:30 PM
Key Vista Clubhouse**

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First Order of Business

CALL TO ORDER / ROLL CALL / QUORUM

13 The regular meeting of the board of directors for the Key Vista Single Family Association
14 was called to order at 6:31 p.m. by Dan Tuponce. Present at roll call were Dan Tuponce,
15 Treasurer, and Chad Foxx, Secretary. Quorum was obtained with two members of the
16 Board present.

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Second Order of Business

APPROVAL OF MINUTES

Approval of the June 2022, Minutes.

On motion made by Chad Foxx and duly seconded by Cathie Conlin, the Board unanimously approved the June 14, 2022, Minutes as presented. Motion carries.

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Third Order of Business

OFFICERS/COMMITTEES REPORT

- 1) President – No comments
- 2) Secretary – No comments at this time, will add to Other Business.
- 3) Treasurer – Absent
- 4) Welcome Committee – no report

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Fourth Order of Business

MANAGEMENT REPORT

Jessica Melendez, Terra Management, provided a management report on the following topics:

- 1) **Resale & Welcome** – as of July 31, 2022, there has been sixteen (16) changes in ownership. Report was shared with the Board.
- 2) **Financials** – Balance Sheet & Income Statement provided.
 - a. Balance of the Alliance Operating Account as of 7/31/2022: **\$117,425.44.**
- 3) **Collections** – A full collections report was provided to the board. Statements and Late Notices have been mailed.

44 4) **Compliance** – Jessica discussed the list of homes that have reached the Fining
45 stage. Upon review and approval, the Board levied the fines and approved to refer
46 to the Fining Review Committee for the September 30, 2022, meeting.

On motion made by Dan Tupponce and duly seconded by Chad Foxx, the Board levied the fines and moved to refer to the Fining Review Committee. Motion carries.

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Fifth Order of Business
OTHER BUSINESS

- 52 1. Mailbox replacement options – This topic came again for discussion. The board
53 wants to get more information on how the Board can move forward with this project
54 and asked Jessica Rosa Melendez, Terra Management Services to get a legal
55 opinion to the effect if the Board could legally use Association's funds to make this
56 possible, if not what resources are available. Jessica will contact legal counsel.
- 57 2. Clarification on setbacks requirements – The Board and the ACC Board discussed
58 the current language on the Declaration and the interpretation of based on Pasco
59 County Code Enforcement. Per the Declaration, the setbacks for backyard
60 structures conflicts with the specifications of Pasco County Code Enforcement.
61 Per Pasco Code Enforcement, the setback for pools is 5' of the property line. After
62 analyzing both sections, the Board moved to adopt the criteria of the County for
63 pool approvals.

On motion made by Dan Tupponce, and duly seconded by Chad Foxx, the Board approved the revision of pool setbacks to match those set by Pasco County, and in agreement with the DRB (Design Review Committee), the Minutes of the previous meeting are to be amended to reflect the new setback requirements for pools. All in favor, motion passed.

64 Jason Sheridan, DRB member will send amended DRB Minutes to Jessica to
65 reflect the approval of pools that were denied due to setbacks conflicts.

Sixth Order of Business
OWNER COMMENTS

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70 Several homeowners were present at the meeting and joined the Board in topics from the
71 agenda and of community interest. The following topics were discussed:

- 72 • There is still speeding within the community
- 73 • Next Election
- 74 • Forming new committees
- 75 • Pool setback requirements

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Seventh Order of Business

ADJOURN

Having no other business at hand, the Board adjourned the meeting at 7:56 p.m.