

Key Vista Villas  
Board of Directors Meeting Minutes  
September 23, 2013

Frank Flesch, President, called the meeting to order at 7:00 P.M.

Frank certified posting of Notice in compliance with FL statutes

Roll call was taken. Present were Collin Cagle, Joe Careccia, Shirley Drallmeier, Frank Flesch, Ken Nadler (by speaker phone) and Jim Rice. Quorum achieved. Karan McCaughey was absent.

Ken read the minutes from the June BOD meeting. Joe made a motion to accept the minutes. Shirley seconded the acceptance of the minutes. All were in favor and the minutes were approved.

Officer Reports

Vice President – Nothing to report

Treasurer –The May Financials were finally received and were approved by a unanimous vote of the Board on June 17<sup>th</sup>. The June Financials were approved by a unanimous email vote of the Board on August 30<sup>th</sup>. The July Financials were approved by a unanimous email vote of the Board on September 2<sup>nd</sup>. The Key Vista Villas Annual Financial report from the CPA was received and approved by a unanimous email vote of the BOD on Aug 30. Ken presented a recap of the August financials. Joe made a motion to approve them. Collin seconded the motion and all were in favor. Ken gave an update on the Carpenter property at 2831 Plantain Drive. He contacted Shawn Brown for advice on Taylor and Carls' collection efforts. Taylor and Carls' request was based on their interpretation of the HOA Documents and Attorney Brown did not recommend moving the matter forward. Ken made a motion to write off \$5,632.72 owed by the Carpenters. Joe seconded the motion and all were in favor.

Design Review Board – There were two requests and both were approved.

Committee Reports

Clubhouse – Shirley gave the report. Pair A Jacks will be asked to clean the pool deck. The furniture in the clubhouse has been replaced and the new bookcase has been installed.

Compliance Committee – The drive through of the neighborhood was completed. The home at the corner of Pleasant Hill and Plantain is still an issue.

Finance Committee – Frank gave the report. The committee has pulled together all expenses and the reserve plan. They anticipate presenting the 2014 budget to the Board at the October meeting.

Grounds Committee – Joe reported a total of 4-6 TSC's coming in per week. It has slowed down quite a bit since Luke Brothers started in July. We have received a number of compliments. Joe

spoke about the possibility of hiring a second company to monitor and rate Luke Brothers. They would issue a report to the Grounds Committee. This is still being reviewed.

Social Committee – Shirley gave the Social Committee Report. They met on September 17<sup>th</sup>. The camel races have been scheduled for October 26<sup>th</sup> at 6pm. The cost is \$5.00 per person. October 18<sup>th</sup> is the last day to sign up. The next meeting is Tuesday, October 22<sup>nd</sup>. She welcomed the new owners at 2229 Pleasant Hill.

Pool Committee – Shirley gave the report. Shore Commercial and Pair A Jacks will address the berry issue from the palms. Shirley gave praise to Shore for the great job that they are doing.

### Management Report

Justin presented a report for the months of June – September 2013.

### Correspondence

Frank will read in new business.

### Unfinished Business

Collections/Foreclosure – Ken gave the report. The plan to sell the Davis home fell through. They are hoping to sell the home by January 1. Ken gave the report from Mankin. The association has received \$10,197.32 for 2521 Sandy Hill Court (the Sannuto property). Regarding 2939 Wood Pointe, no monthly fees have been received since the foreclosure payout. The property was turned over to HUD. Mankin has sent a pre-lien and demand letter to HUD. We have to wait 45 days before we can have a lien placed on the property to expire. According to a local real estate broker, the home is being listed on the MLS.

Pasco Fire Department Knox Box – Justin reported that all of the locks on the back doors of the clubhouse have been changed. The key and the map have been placed in the Knox Box. Justin was asked to check with the insurance company to see if this would result in any savings to the association.

Compliance Letters – Justin was asked to supply copies to Ken and Jim of all compliance letters when they are sent to the owners. Justin reported on the outstanding issues. The next step is to send the fine letter. Attorney Shawn Brown will be asked to compose the fining letter. Justin will work with Jim.

Questionnaire – Jim reported on the results of the mailing. It was mailed in July to all residents one time and then mailed again mid August to those who had not responded. The snowbirds may not be receiving the mailing. Justin will follow up with residents who have not responded.

### New Business

Petty Cash – Ken made a motion to increase the petty cash to \$500.00 and to replenish it whenever it falls below \$250.00. Shirley seconded the motion and all were in favor. The current balance is \$200.00 and the Board asked Justin to send a check to Frank for \$300.00.

Interest Charges – Ken reported on the interest fees that are charged. When payments are made it zeros out the account. The interest is being charged around the middle of the month. Ken made a motion that the interest on late payments for the monthly maintenance fees not be applied until the first of the next month. Frank seconded the motion and all were in favor. RPM will write off all small interest balances.

Clubhouse Paving – Justin reported on sealing the parking area in front of the clubhouse. The cost is \$800.00. The work is warrantied for two years. Frank made a motion to approve the sealing work at \$800.00. Joe seconded the motion and all were in favor. Pair A Jacks will pressure wash the front sidewalk in front of the clubhouse before the sealing gets started.

Clubhouse Landscaping – Collin reported Luke Brothers made the offer to re-landscape the areas around the clubhouse at the time of their original bid. They recommended waiting until March to ensure that we are beyond potential freezes. Frank suggested forming a working group. Ellen Maracotta and Betty Sarkis volunteered to assist Collin.

Covenant Review & Rewrite – Frank suggested looking just at the most important community issues. Frank read the letter from a homeowner about changing the Documents, observing it could result in a multi-year effort. He volunteered to help with the process. The meeting was opened to discussion. Frank asked for all to come up with list of suggested changes for the next meeting. The Documents are on the website.

The next BOD meeting will be on Monday, October 28 at the clubhouse.

Frank opened the floor to homeowner for questions and comments.

Frank made a motion to adjourn at 8:47 P.M. Ken seconded the motion and all were in favor.

Respectfully Submitted,



Ken Nadler, Secretary

October 28, 2013