

Key Vista Villas Homeowners Association, Inc.  
Board of Directors Meeting Minutes  
November 25, 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, Karan McCaughey and Jim Rice. Quorum achieved.

Frank read the minutes from the October BOD meeting. Collin made a motion to accept the minutes. Frank seconded and all were in favor. The minutes were approved.

Officer Reports

President – No report.

Vice President – No report.

Treasurer – Frank, in Ken's absence, gave the October Financial report. A payment of \$822 was received in October representing Mankin's collection efforts on past dues for the HUD owned property on Wood Pointe Drive previously owned by Scully. Jim made a motion to approve the October financials. Joe seconded the motion and all were in favor.

Design Review Board – There were four requests submitted and all were approved.

Committee Reports

Clubhouse Committee – Shirley advised the Thanksgiving Buffet was a success and thanked all those who helped at the event. The clubhouse will be decorated for the holidays on December 7<sup>th</sup>. All attending are asked to bring a dish to pass. Various repairs to the clubhouse were reported resolved.

Grounds Committee – Joe reported they are still receiving about 4- 5 requests per week for lawn/landscaping issues. All requests are given to Luke Brothers to resolve.

Pool Committee – Karan reported that a new clock and thermometer were purchased and installed. There is a concern that a light in the spa continues to burn out. Kathy is to contact Pool Works to determine whether or not this is covered under Warranty.

Management Report

Kathy presented the report for November.

Correspondence

Frank read a request from the Bierly family to approve a stay of six months for their grandson. This was approved unanimously. Frank received an email asking why the KVV gates were left in

the open position. Frank wanted, as a "trial", to leave the gates open one weekend to enhance access to realtors and prospective buyers. They are now closed.

#### Unfinished Business

Collections/Foreclosure – Frank, in Ken's absence, gave the delinquency report from Mankin Law Group.

Covenant Violations – A letter has been sent to an owner who has a torn screen on their lanai. Jim announced that he has retired and would be available to accompany Kathy on the semi-monthly drive-thru of the community.

Resident Questionnaire – Jim advised that Kathy had updated the questionnaire and that copies were available for those residents who had not completed them previously.

Paving/Sealing – All work has been completed.

Clubhouse Landscaping – Collin will meet with Luke Brothers in December to discuss ideas on updating the landscaping at the clubhouse with the work to be completed in March.

Covenant Review and Rewrite – Recommendations for changes/re-write of portions of the Covenants will be submitted to Attorney Brown. Recommended changes will be made to vehicle parking and the collection of delinquent fees sections. All references to the Developer are to be removed. Use of electronic mail to communicate with owners is to be added.

Painting – Jim reported the newly formed Painting Committee is reviewing color charts. The committee is charged with developing color options and addressing all related issues, prior to presenting their final results to the DRB and then the BOD. Once the BOD has reviewed and approved the recommendations of the Painting Committee, a larger schematic will be created for residents review. Frank advised that the paint company he contacted (Specialized Coatings) has indicated they could paint all the homes in one year. Painting is scheduled for 2015.

Flag & Pole – Jim advised the cost for a 20' telescoping pole, including a flag, is approximately \$300. It would be installed in the front of the clubhouse to utilize existing electric in that area (in order to meet proper night time lighting requirements).

#### New Business

Lawns – Joe announced that PSA has been hired to oversee the work done by Luke Brothers (lawn, irrigation, landscaping and sod replacement). Joe advised that Wayne (LB) checks the "birdhouse" every week. Residents can contact either Joe or Wayne. Frank advised that LB is maintaining the TSC (Trouble Service Complaint) log, as well as the irrigation log. Frank advised that there is money in Reserves available for sod replacement when a homeowner's lawn has deteriorated beyond repair even with proper irrigation and maintenance.

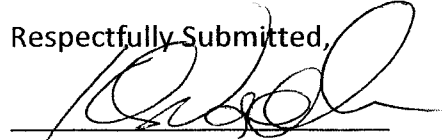
Other – Collin indicated he has deleted two residents from the resident directory on the KVV website as they are on the delinquency report and no longer in their houses. He also granted access to a renter.

The BOD agreed to cancel the December meeting, due to the Christmas holiday. The next BOD meeting will be on Monday, January 27, 2014 at the clubhouse.

Frank opened the floor to homeowners for questions and comments.

Jim made a motion to adjourn at 8:35 P.M. Joe seconded the motion and all were in favor.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Ken Nadler', written over a horizontal line.

Ken Nadler, Secretary

January 27, 2014