

Key Vista Villas Homeowners Association, Inc.
Board of Directors Meeting Minutes

February 26, 2018

Association President Jim Rice called the meeting to order at 7:02 P.M.

Marie Hawkins, Secretary, certified posting of Meeting Notice in compliance with Florida statutes.

Roll call was taken. Present were Joe Careccia, Kerry Cushing, Marie Hawkins, Ellen Maracotta, Ken Nadler, Jim Rice and Lotus Russell.

Kerry moved to waive the reading of the January 22, 2018 minutes and to accept as presented. Joe seconded. All were in favor.

Officer Reports:

President: no report.

Vice President: no report.

Secretary: Marie and Lotus are currently updating the directory. Marie requests residents to email her or Lotus with any change of information. Listings of Committee Members have been updated. Marie attended the Master meeting. They will be holding a special meeting on March 21st to address bulk cable. Kerry asks that something be placed in the Pelican asking residents for their email address to communicate with them regarding Association business.

Treasurer: Ken presented his report going over the financials from January 31, 2018. Gates were over budget due to unexpected repairs. The Board had previously approved to accept \$6,327.15 for the Walker property. This amount was received and deposited into Operating Cash. Ken made a motion to move this \$6,327.15 from Operating Cash to Common Area Reserve. Kerry seconded and discussion followed. Six approved, one (Ellen) did not approve. Motion carried. Ken made a motion to waive the \$3,000.00 in fines on the Walker Property. Kerry seconded and discussion followed. This was approved unanimously. Ken made a motion to write off \$9,647.41 from the Walker account against Allowance for Doubtful Accounts. This will leave \$6410.58 remaining in Doubtful Accounts. Kerry seconded and discussion followed. This was approved unanimously. Ken advised he will do a clean hand-off to our new Treasurer at the Annual meeting. Any submissions for Petty Cash will be cut off mid-March so Petty Cash can be handed over with the full amount of \$500.00.

DRB Report: Joe reported there were four applications submitted this month. They were all approved. He stated the DRB manual has been completed and provided to the Board. The Board is going to waive providing approval of it at this time and pass this to the new Board to approve. Lotus is no longer a member of the DRB. Any volunteers should let the DRB know. Borders around plant beds were discussed. Small stones without barriers are dangerous with lawn equipment.

Committee Reports:

Clubhouse – Lotus reported she has prepared a list of items she is responsible for in the Clubhouse. Pair-a-Jacks met with her to review a checklist of items they complete to be signed off on, to know what has been completed that day. The fan switch has not been working. Holiday Electric came to inspect the switch and the restroom lights, which were not working. We are currently awaiting a proposal. The A/C has been left on in the 60's, so the thermostat was locked. It will be unlocked as long as people are responsible. The copier is not working properly, however the copier is not used on a regular basis. Replacement cannot be justified at this time. Ken restated rules regarding the \$500.00 emergency spending for each committee liaison.

Gates – Ken reported there are continued issues with the gate arm being knocked down. Volunteers are requested, as the arm takes two people to replace the Wood Pointe arm. Kerry opened discussions on CCTV feasibility.

Grounds – Joe read Kirk's report. Donut cleaning will be completed this month for rear yards. David Overbeck is now the service account manager from PrimeScape. Mowing has been changed to Thursday. A notice of the mowing schedule will go out to residents. Supervisors will be wearing orange shirts, the crew will be wearing yellow shirts. If there are any issues, please seek out David Overbeck, or a supervisor wearing an orange shirt. Sod replacement has been discussed and will be reviewed again in March/April in anticipation of the rains. A liquid and granular fertilizer will be put down in March, moved up from April. Dead grass will need to wait for the growing season. Central wells were discussed. Ken stated he had rejected two irrigation invoices from PrimeScape due to inadequate information. New invoices were requested with further details regarding work performed, parts replaced, and at which address. PrimeScape resubmitted invoices but still without adequate information.

Pool – Ellen reported the pool thermometers are very fragile and several have broken. Shore has requested the return of the thermometers to see if they can get us credit, or replace them, or perhaps Ellen may need to purchase them. The pool motor broke again and was replaced for the third time. A sprinkler was hitting the breaker box and it was thought to be damaging the breaker. An Electrician replaced the breakers, which were not grounded, and the Electrician suggested this might have contributed to the failing motor. Because the motor was already replaced twice in the last two years, Shore discounted the cost by \$100.00. Pool temp has been placed at 86 degrees. 5 chaises and 4 chairs were re-covered by Pasco Patio, to the tune of \$1012.22. Kirk Russell was able to repair the clock and center fan on the pool deck, at his own cost. Thank you to Kirk and Lee. Mats are in need of replacement, estimates are being obtained. Purchase is on hold. A formal pool committee has been formed and a chair person will be appointed shortly. Roles and responsibilities have been written for review. Ken stated the rope around the rings look in need of replacement and the shower head is also in need of repair or replacement. May be clogged with calcium deposit.

Social – Lotus provided the report. Pat Galea is the chairperson, and Shaaron Vicere is co-chair. Events have been planned for February, March, April and May. The meet and greet was a success. The TSC box will be turned into a suggestion box and will be placed in the clubhouse for ideas from residents. The Camel races will be held on March 24th, aPot luck will be held on April 21st, and a Brunch will be held on May 6th.

Welcome – Kathy advised she invited a new resident to the meet and greet at which time she planned to give him the welcome packet; however, he did not attend. Jim will drop off a Resident Questionnaire.

Management Report: Chuck provided his report.

Correspondence: None at this time.

Unfinished Business:

Collections/Foreclosures – Ken noted this has been covered in the Treasurer's report.

KVV Insurance and 55+ Affidavit compliance status report – Ken sent the spreadsheets to all Board members. He suggests sending the forms in the Pelican on a semi-annual basis.

KVV Insurance and 55+ Affidavit Compliance by Residents – Violations continue to be sent to residents for non-compliance.

Non Compliance Report – Jim advised violations are continually being tracked and notices are being mailed.

KVV Covenants – Jim reported a conference call was had with the attorney and two other Board members. The attorney will make the changes proposed during this conference call and will produce a cover letter as well. This will be provided to RPM to mail to all homeowners along with the second notice for the Annual Membership Meeting. Tuesday, March 13, 2018, at 7pm in the clubhouse, our HOA Attorney will be here for a Question and Answer Session.

New Business:

March Board Meeting and Annual Meeting Date – Our Annual meeting, and the next regular business meeting, will be held on March 26, 2018 at 7pm in the clubhouse. Sign-in will begin at 6 PM.

Administrative Announcements – Jim reminded everyone that garbage cans are not to be put out at the curb before 5pm the day before trash pickup. They must also be stored in the garage and cannot be stored on the outside of the home.

Meeting adjourned at 8:25 PM.

Respectfully Submitted,

Marie Hawkins, Secretary
April 23, 2018