

KEYSTONE HOA MINUTES
Board Meeting of 4/22/24

Meeting called to order at 6:30 p.m. by Steven Gagliardo

Present: Steven Gagliardo (P), Marianne Donnelly (VP), Edwin Rodriguez (T), Linda Newman (S). Not Present: Clare Stevens (D), and James Joline (D).

Ameri-Tech presence: Arnie Holder

Residents in person and on Zoom call:

MINUTES:

~ The minutes of 3/25/24 were approved by acclamation.

TREASURERS REPORT:

~ Edwin reported the General Account balance is \$118,986.95 and the Money Market balance is \$65,984.89. Delinquencies total \$4,509.00.

NONCOMPLIANCE/FINES:

Marie had nothing to report, but said she has three meetings scheduled for tomorrow. There are no accounts with the attorney. There is currently one account over 30 days, zero accounts over 60 days, and eight accounts over 90 days past due. It was agreed by the Board that any non-payments for maintenance over 90 days past due will automatically be turned over to the attorney. It does not need Board approval.

ARCHITECTURAL COMMITTEE:

Marianne Donnelly submitted the following architectural request:

~ Lot 28 submitted a request to install an aluminum fence. It was denied because we don't allow aluminum.

~ Lot 120 submitted a request to install a fence and it was approved.

MANAGER'S REPORT/OLD BUSINESS:

~ Arnie sent out the financials on April 18th.

~ Wall Demo/Rebuild quotes - The Board narrowed it down to four companies:

- B Creative Contractors - \$14,885 - They have a Facebook page and a current license. There was no information from the Better Business Bureau.
- Jenkins Restoration - \$30,192.99 - They are a nationwide company. Out of 22 reviews they received 2.0 out of 5-stars.
- Goliath Home Builders of Tampa Bay - \$16,433.25 - They have one 5-star review. There was no information from the Better Business Bureau. Arnie received the referral from Keith.
- LRE Foundation Repair Inc. - \$15,545.78 - They have 261 5-star reviews.

Edwin motioned to accept the contract with LRE Foundation Repair Inc., seconded by Marianne, and approved by all.

~ Tree removal quotes:

- Stevens Tree Removal - \$5,500 to remove two trees and grind the stumps.
- B&T - \$6,000 to remove two trees and grind the stumps.
- Danny's - \$4,000 to remove two trees and grind the stumps.
- American United Property Management - \$1,000 per tree to remove them and grind the stumps if we do 32 at once, or \$1,200 per tree if we do five at a time including stump grinding plus the cost of the permits. The Board asked Arnie to obtain a quote for two trees so we can compare the cost to the three other bids. The owner is available to meet with the Board on Wednesday.

Edwin motioned to proceed with a tree company that is no more than \$5,500, seconded by Steve, and approved by all.

~ Pond Erosion - Based on our Engineer, Bog Hugenschmidt's recommendations, Marianne will obtain quotes from CES and Florida Lake & Pond Care LLC to make repairs to the mitered ends on Ponds 7 and 8 as well as erosion on Pond 8 where it abuts the properties.

~ The Board is researching making a change to our documents to limit the number of corporations buying and renting. We received a draft from our attorney. The Board will do some more research and Arnie will investigate providing more information from other HOA's.

~ Arnie walked the property on April 4th. He sent out 13 violations.

~ The document storage project is now complete. Everything was consolidated into four boxes for storage. Each box is marked with the types of documents inside. There is one box on the shelf at Ameri-Tech that will be reviewed when it is full. It is in their office in the working files, along with any contracts, bids, and our HOA documents. Marianne will create a binder for all the minutes as well. The documents in storage are labeled as follows:

1. Legal Correspondence since 1996-Current Box #120187825
2. Annual Meeting Notices 2003, 2009, 2015-2021 no box number
3. Paid Invoices 2019-2022 Violation Letters 2017-2022 Owner Transfers 2020-2021 Delinquencies 2021 #120484330
4. Monthly Financials for past 7 years 2017-2022 #809802

~ The Board reiterated what they are looking for with respect to violations when Arnie walks the property. Arnie said he was not aware of the checklist the property manager should be using. Linda said she would provide a copy to him.

~ New HOA Legislation - This is still a work in progress, so it was tabled until July.

NEW BUSINESS:

~ Fining Committee Procedures - A total of three letters are sent to the homeowner. The third letter is sent certified mail with a notice to appear before the Fining Committee. Once a fine is imposed, it is recorded in the minutes.

Questions/Comments from the residents:

~ Marianne proposed replacing dead plants we already have. We spend a lot of money on annuals. Jamie recommended planting blue my mind perennials. She ordered the materials for the fenced area. They should be here soon. She is still working on improving neighborhood communication through email.

Next Meeting, Monday, June 24th at 6:30 p.m. Meeting adjourned at 8:26 p.m.

Respectfully submitted:

Linda Newman, Secretary, Keystone Bluffs HOA