

Heritage Key Villas Association, Inc.

Kissimmee, FL

MINUTES OF BOARD OF DIRECTORS MEETING

December 10, 2018

5:00pm

Those present at the meeting or by phone conferencing: Dan Hibma, Dan Curtis, Shane Wood, Jeff Chase, Jennifer Gonzalez

1. Dan Hibma called the meeting to order.
2. Proof of notice of the meeting was given and a quorum was established.
3. The August 2018 minutes were reviewed, Dan Curtis, made a motion to receive the minutes, and Shane Young, seconded it.
4. Dan Hibma, asked if anyone had any questions regarding the up-to date financials up to the point of the meeting; no one had any questions.

OLD BUSINESS

- Dan Hibma asked about the issue of rain water entering the homes from under the doors. The HOA is visiting this on an as needed basis and as requests are submitted.
- HOA office hours have changed to Monday through Friday, 11:00 am to 6:00 pm, and this has been working well.

NEW BUSINESS

- Dan Hibma proposed the Board look in to possibly amending the reserves fund breakdown to allocate funds to a broader range of areas in the community in order to cover future needs for the community.
- Shane Wood suggested we look over the HOA rules and regulations for any necessary revisions. Jennifer will be going through the documents and checking for any areas that need to be changed.
- Shane Wood and Dan Curtis expressed a concern for residents in the community not following basic street traffic rules, such as speeding, stopping at stop signs, and parking over the curb. Jennifer and Amanda will be putting out reminders in the community regarding appropriate speeds while driving in the community and general safety/rules.
- A question of home owners having personal hot tubs on their patio was brought up, and it was decided that there is nothing in the rules and regulations that would prevent this, however general rules must be followed concerning noise levels when personal hot tubs are in use. Owners would also be responsible for removing hot tubs from the patio area for any work needed on the buildings, such as painting.
- Jennifer notified the Board that the landscaping refresh project is a little over half way complete, and requested additional funds to complete the remaining areas of the community. Many owners have expressed their desire to have their plants updated. The

Board has approved for the project to be completed with the necessary funds, which are to be less than the original approved amount.

- The Board was brought up to date on the status of a unit which was served with an attempt to lien for nonpayment of HOA dues. The due date has passed for payment to have been submitted, and the HOA attorney is now moving forward with actions to recover unpaid funds.
- An owner on Piedmont Lane has been having an issue of a constant banging noise being heard through the home. President Dan Hibma has been working with contractors to try and find the cause of the noise to make the necessary corrections. Various corrections have been attempted without the issue being solved. Jeff Chase made the suggestion to check the power source and/or water source to the home to see if these areas may be causing a potential problem. Board member Dan Curtis has volunteered to work with the home owner to check these areas. Jennifer will contact the home owner to make arrangements.

ADJOURMENT

Shane Wood made a motion to adjourn, and Dan Curtis seconded it.