

# Heritage Key Villas Association, Inc.

Kissimmee, FL

## MINUTES OF ANNUAL MEMBERS MEETING

February 24, 2020 6:00 pm

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1. Board President Dan Hibma called the meeting to order.
2. Dan Hibma established that proof of notice of the meeting was given to all the members, and quorum was met, with resident home owners in attendance.
3. Minutes from 2019 Annual meeting were reviewed. Dan Curtis made a motion to receive the 2019 minutes from the Annual Meeting, Steve Davis seconded it.
4. December 2019 Financials, the 2020 Budget, and the allocations for reserves were reviewed and opened for discussion. Dan Hibma explained how the apartments in Phase Two fit into the HOA and that they do not partake into everything the HOA covers, as far only using pool, clubhouse, entry gate, and trash removal; the apartments pay independent for other items.

### OLD BUSINESS

1. Apartment buildings in Phase Two are almost complete, final building is under construction.
2. Phase One has been repainted with new color scheme. Screen damaged was replaced by the HOA.
3. Upgraded security cameras have been installed in various areas of the community.
4. Front gate system was updated due to malfunctions, as well as new keypad and motherboard installed.
5. Recycle container has been removed due to household trash being placed.

### NEW BUSINESS

1. Dan Hibma explained the process of election of 3 board members. The three positions open were Dan Hibma, Mark Young, Roger Lucas; and nominees were the same.
  - A. Ballots were given to members
  - B. Dan Hibma, Mark Young, Roger Lucas were re-elected.
2. New pool furniture has been ordered and is scheduled to be delivered in March. All will match and is upgraded materials. HOA will attempt to sell current used items.
3. Swimming pool and spa were deep cleaned and had new systems installed.
4. Landscaping has been completed for the community. Kim O'toole asked why some of her plants were not replaced while others in front of her home were. Jennifer explained that the landscaping company was only removing plants that were dead, and anything that was still healthy was left. Kim also mentioned that some of her trees have been skipped over for trimming. Dan Hibma told Kim that the office would go around to her home and look into this. The Board will follow-up on landscaping during the next Board meeting.
5. Fitness room has been expanded to two rooms, cardio room and weight room as requested by members at last years meeting.
6. Additional speed bumps have been added around the community.

7. A second compactor has been added to the trash pickup area.
8. Several doggy clean up stations have been placed around the community.
9. Dan Curtis asked if the HOA budgets for unit insurance deductibles for claims, should they happen? The Board will confirm its present standing and look into further.
10. Carol Davis asked why the HOA did not address the metal frame on the patio when the buildings were repainted. She stated they are in bad condition. Dan Luehrs stated that the entire frame would have needed to be replaced, as its part of the building and cannot replace individual areas. Maintenance will check and verify the condition, and the Board will review at the next meeting.
11. Steve Davis asked if after so many years the HOA should replace all screens within the community? Dan Hibma requested Jennifer Gonzalez to place this on the agenda for the next Board of Directors meeting.
12. Jack Gardehl asked why the ponds are not trimmed regularly by the landscapers. Dan Luehrs and Dan Curtis explained to Jack that these are County items and they have both been to the county office regarding this. Dan Hibma stated that he has been speaking with them for over a year.
13. Jack Gardehl asked why it would be the owner's responsibility to clean their own personal patio floors. Dan Hibma explained this is because it is their personal property and belongs their individual unit, just as windows are owner responsibility. Jennifer will check into the documents regarding if this is specifically named as the windows are.
14. Steve Davis asked Dan Hibma why the HOA dues only went down \$30 after so many years and the growth of the community. Dan Hibma explained that with an aging community comes added expenses.
15. Steve Davis made a statement regarding his feelings that owners have no say within the community. He dislikes the painting in Phase 2 and feels he should have been able to have a say in these decisions and other areas of the community that he feels are not being taken care of. Dan Hibma apologized for him feeling this way and explained that the community is private property owned by the HOA, and the Board meets and votes on these decisions quarterly, and feels that we have made great progress within the community. Steve Davis also stated he feels that he should have been given a copy of the annual meeting information a month before the meeting in order to prepare rather than being handed the information in the meeting. Dan Hibma explained that while the meeting is only once per year, our office is here and available all year, and everyone is always welcome to contact with any questions or concerns, and meetings with him can always be arranged at any time during the year. Dan Hibma extended an invitation to meet with Steve on Thursday after the meeting to discuss his concerns.
16. Jack and Lana Gardehl asked why they were told they had to pay the HOA to remove sandbags after the hurricane. Jennifer stated that the HOA did not charge anyone to remove sandbags, and the HOA was not responsible for disposing of owner's sandbags. Lana stated that Dan Luehrs was charging to remove, and it was explained that if that took place that would not have been through the HOA, rather through his private company, as again the HOA was not removing these bags and this would have been a situation where they would have hired Dan Luehr's company to remove and dispose of the items. Dan Luehrs stated that the owners gathered their own sandbags so they were responsible for removing them, otherwise there would be a charge for removal as this was not part of the daily scope of work.
17. Jack Gardehl explained to the members in attendance that he goes around the community and picks up thousands of cigarette butts and was told that these were not garbage. HOA staff told

him they were unsure as to where he got that information from. Dan Hibma thanked him for doing this. Jack stated he picks these items up and nothing is done to stop people from throwing them. Jennifer told Jack that this was the first time she has heard this from him, and that he is aware that all he needs to do is contact the office and a letter would be sent out to any home littering.

18. Steve Davis asked what the plan was for the back area. Dan Hibma said the plan is to continue to build the number of units per original plan, and if any building takes place it will be in the summer time. These will be multifamily buildings. Steve also asked if these people would be using the roadway for Phase One, and Dan Hibma explained that as the county has declined to allow the back roadway, at this time the answer is yes, however this was still part of the original scope for the community.
19. Steve and Carol Davis asked if there would be a second pool and clubhouse for the additional growth. Dan Hibma said that is the current plan for the next phase.
20. Jack Gardehl asked if the HOA is ever going to build an equipment shed for the heavy machinery? Dan Hibma said that is currently undecided. The area currently has a space for these machines and they are not interfering with community business.
21. Daisy Daniels brought up a concern regarding the placement of ashtrays being by the entry to the pool, and how this is very uncomfortable for non-smokers. She asked if we can make the pool a no smoking area. Dan Luehrs explained that if we removed the ashtrays then residents would throw them on the ground at the pool. Jennifer stated that we can attempt to make a smoking section outside of the pool gates, but it would be an issue of enforcement. Jeff Chase stated that as this is private property, we are permitted to make any area smoke free, but reiterated that it would be an issue of having people comply with this. Dan Hibma requested that Jennifer place this on the agenda for the next Board meeting.
22. Randolph Daniels stated that he has a hard time finding parking around his home, and requested the community have two assigned parking spaces rather than just one. Dan Hibma and Dan Curtis both spoke regarding this issue, and it was stated that for seven years the community went without assigned parking spaces, and the HOA decided to allow for one parking space per unit. There are not enough spaces to allow each unit two parking spaces, as well as having room for guest parking.
23. Jack Gardehl asked how we can stop people from tailgating in the community and suggested we close the gates 24/7. Dan Hibma said that could be an option but then it would require a guard on site fulltime which comes with additional costs. For the most part this has not been a large issue after the gate sensor was removed to allow entry for one vehicle at a time before the gate will close and not reopen without a code being entered, or scanning of the gatecard.
24. Jack Gardehl stated that he does not see the guards around, and stated that the guards used to have a list of residents which they would carry around and remove individuals who did not live here. Jennifer stated that the guard is here nightly, and he still does have that list. She also explained that the office receives nightly reports from them and they have addressed people at the pool and within the community. Residents would not have knowledge of these things are they are confidential and not reported within the community.

Obren Savic made a motion to adjourn the meeting, and Randolph Daniels seconded it.