

Heritage Key Villas Association, Inc.

Kissimmee, FL

MINUTES OF BOARD OF DIRECTORS MEETING

May 16, 2017

5:00pm

Those present at the meeting or by phone conferencing: Dan Hibma, Mark Young, Jeff Chase (proxy), 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 February 2017 minutes were reviewed, Mark Young, made a motion to receive the minutes, and Jeff Chase, 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

1. Discussion of the common area updates took place. Carpets have been replaced in the fitness room, pool table room, and area rugs; while the main office has replaced carpets with tile, which should hold up to the daily wear better than carpet. Painting was refreshed in the office, pool table room, mailbox area, and pool side of the clubhouse, as well as all baseboards in the clubhouse/office were repainted. New cushions have been ordered for the clubhouse chairs, and will be in soon.
2. Phase two well work was talked about, and work is slated to begin on Monday to get the well up and running for the irrigation system.
3. Standard for bush trimming around the air conditioning units is still being worked on with Dan Curtis. This information will be revisited at the next Board meeting.

NEW BUSINESS

1. The landscaping company, Girard Environmental Services, has submitted their new contract, and there has been no increase in the yearly rate, other than the addition of Phase 2 which they were not previously working on.
2. Dan Hibma touched on the HOA insurance policy being updated soon. He has not received any pricing as of yet, but does not expect it to increase much.
3. Vehicle parking by non-full-time residents was discussed. It was decided that if an owner is using their town-home for long-term rentals, and is not using the home themselves for a permanent residence or vacation purposes, then they should only be allowed to keep a vehicle parked on property long-term if it is 1.) Parked in the back of the community in the Phase two area, and 2.) Does not exceed the permitted two vehicles for the household (this is including tenant vehicles already on property).
4. Updated security system for the community was spoken about. The current system is 10 years old, and not working up to standard that it once was. The Board would like for the security

camera company to come back out to the property to go over how the new system would work, and everything that would be offered. If the system being offered seems like it would work for our property, then we will move ahead with the upgrade.

5. 603 Elmhurst Ct. home owner has submitted a request to the Board to have the concrete work on his front patio area fixed. Owner has stated that the concrete is breaking away from the frame of the building. The HOA will have a company come out to perform the repair for this address, as well as several others in the community who are experiencing the same problem.
6. The upkeep of owners back patios was addressed, and it was decided that the HOA can request for an owner to have their patio pressure washed if it becomes overgrown with mold, or request clean up if the patio is being used for storage and looks unsightly. The HOA will perform the pressure washing work at a cost to the owner. This will keep the property looking nice, and values up.
7. N.A.S.A., the community security company has requested a pay-rate increase. The company has been with the community since 2013, and has worked at the same pay-rate. A slight increase was agreed upon to finish the budget year, and another increase will be budgeted in for the following year.

ADJOURNMENT

Mark Young made a motion to adjourn, and Jeff Chase seconded it.