

KEYSTONE HOA MINUTES  
Board Meeting of 7/11/22

Meeting called to order at 6:30 by Clare Stevens

Present: Clare Stevens (P/T), Steven Gagliardo (VP), Linda Newman (S), Justin Buis (D), Gina Schroeder (D), and James Joline (D).

Ameri-Tech presence: Karen Guider and Keith Phillips

Residents in person and on Zoom call: 21

MINUTES:

~ The minutes of 5/9/22 were approved by acclamation.

TREASURERS REPORT:

~ The General Account balance is \$104,144.85 and the Money Market balance is \$67,811.15. Delinquencies total \$2,350.

We have a new property manager at Ameri-Tech. Her name is Karen Guider. She can be reached via email at: [kguider@ameritechmail.com](mailto:kguider@ameritechmail.com) or by phone at 727-726-8000 x505.

NONCOMPLIANCE/FINES:

~ No fining hearings are scheduled. Karen met with the head of the Fining Committee to discuss our HOA's procedures.

ARCHITECTURAL COMMITTEE:

~ John Donnelley submitted the following architectural requests:

- ~ Lot 8 submitted a request to replace/update the front landscaping and it was approved.
- ~ Lot 33 submitted a request to install back yard brick pavers and it was approved.
- ~ Lot 35 submitted a request to install a back yard shed and it was approved.
- ~ Lot 39 submitted a request to replace the exterior windows and doors and it was approved.
- ~ Lot 76 submitted a request to replace and paint the garage door and it was approved.
- ~ Lot 94 submitted a request to replace/update the front landscaping and it was approved.

MANAGER'S REPORT/OLD BUSINESS:

~ Karen Guider and Keith Phillips walked the property on June 29th. There are currently 32 first violations on record and three second violations on record. All violations will be reviewed on July 18<sup>th</sup> and violation letters will be sent. Going forward, violation inspections will be completed monthly. Karen and Keith walked the property along East Lake Road and Karen has contacted the County to inspect the areas where the sidewalk is lifting. There are currently no accounts over 30 and 60 days and three accounts over 90 days. They will go to the attorney in August. There is currently one account available for a lien. Clare motioned to send Lot 10 to the

attorney, seconded by Linda and approved by all. As of today, there are 52 unpaid accounts for July 1<sup>st</sup>.

~ There is a tree along the wall on East Lake that has caused damage to our wall. The County said it is a viable tree so we cannot have it removed. The cost to fix a 40-foot section of the wall is \$10,900. Keith will contact a couple more contractors to get their thoughts.

~ There was another question regarding mailbox posts that was posted to our Facebook page. Since Facebook is not the HOA's official page, all questions need to go through our property manager. The Board has tried to find a company to custom make them for us but hasn't been able to find a reliable company. Clare's husband, EJ, is in the process of building one and will let us know what the cost would be for the future. Karen and Keith will talk to Phil, the Director of Operations at Ameri-Tech to make sure that is a viable option.

~ Karen is looking to obtain quotes to hire a company to put up and take down our Christmas decorations. Gina will help Karen with determining what we have in our inventory and how the walls were decorated in the past.

~ There have been several discussions about driveway extensions. Even though the County approves them on a case-by-case basis, the Architectural Committee has stated they will not approve any extensions and said a quorum would be needed of all the homeowners for them to change their mind. A question was asked if the Board can overturn an Architectural Committee decision. Keith and Karen will look at the documents and follow up at our next meeting.

~ The Board asked for a legal opinion regarding signs around the ponds that are eroding. Our attorney replied:

“The Board certainly has the authority to place signs anywhere within the community that there are potential hazards which may cause damage or injury. Warning signs should be very visible and placed at or very near the locations' where the hazard(s) exists and not at the two entrances of the community. Any sign should be clear and concise and able to be read quickly (e.g., WARNING. EROSION; DANGER, EROSION, etc.). The sign should be able to immediately warn any individual of a potential danger and where that danger is. Two signs could be placed on the same post, as long as the warning sign is clearly visible.”

Clare motioned to create a committee for the signs, seconded by Linda, and approved by all. Shawn Price will head the committee, put something together to send the Architectural Committee, look at placement and have something ready for the meeting in September.

~ There have been discussions about Facebook abuse. Clare updated the Group Rules as follows:

Facebook Etiquette

Be kind and courteous

Respect everyone's privacy

No hate speech or bullying

~ Karen spoke with Fizia at Painters In & Out LLC about the paint on the wall peeling and discoloring. They had a one-year warranty for only defectively applied paint, but they want to come out and review the wall. The wall was painted in February of 2021. Gina asked Karen to find the contract as she believed it was in the contract to pressure wash the wall every two years.

NEW BUSINESS:

- ~ Our contract with Rainmaker expired in January and we have been monthly since then. Rainmaker sent notification effective July 1<sup>st</sup> they are raising our monthly fees from \$1,760 to \$4,800. Although it is a steep increase, they have not raised our fees in years. If we are to continue with them, Karen and Keith will let them know what our expectations are pertaining to their service. Bids have also been obtained from Compton's Lawn & Property Maintenance (\$6,500 per month) and Millennium (\$4,950 per month). We are also waiting on a bid from Landcrafter's (they bid \$4,300 per month last year). We only have until July 23<sup>rd</sup> to decide. Clare asked if Karen could find out if Rainmaker would give us a two-month extension so we can do our due diligence. Karen will contact them tomorrow. Steve asked what happens if we don't decide before the 23<sup>rd</sup> and would like this taken care of.
- ~ It was determined we still do have a Fining Committee and they just added another member. We now have three regular members and one alternate.
- ~ It was agreed the Board needs to do a better job communicating among each other and with Ameri-Tech.
- ~ The annual Budget Meeting is scheduled for October 3<sup>rd</sup> at 6:30 p.m. You can attend via Zoom or in-person at Ameri-Tech's office.

Questions/Comments from the residents:

- ~ Nothing to report.

Next Meeting, Monday, September 12th at 6:30 p.m.

Meeting adjourned at 8:05 p.m.

Respectfully submitted:

Linda Newman, Secretary, Keystone Bluffs HOA