

Landscape & Maintenance Meeting Minutes
Key West Golf Club Homeowners' Association, Inc.
Key West, Florida 33040

May 7, 2024
Key West Golf Club Office
74 Golf Club Drive

And via Zoom Open Conference Call

Purpose: Organizational Meeting of Committee

- **Call to Order**
Meeting called to order by Anne Boland, Chair at 5.30pm
- **Determination of Quorum**
Committee – Terry Raum Voting Member, Anne Boland Voting Member, Robert Duffy Voting Member, Orsure Francis Alternate, Jennifer Pryor
Quorum determined.
HOA Management – Pat Labrada
HOA Board Members – Thomas Siburg, Robin Mitchell
- **Proof of notice of meeting** – Meeting notices sent to all members
- **Unfinished Business**
 - Budget Review
 - Long Term Coconut Tree Removal
 - Irrigation opportunities. Annual Spend: \$130K.
- **New Business**
 - 1) Budget Review. Marilyn Brew in attendance from Zoom. 2024 Annual spend is \$351,000 Landscaping and \$307,000 Maintenance. Committee requesting recurring schedule of automatic expenses. Robert Duffy to meet with Sandra Swan to determine monthly spend. Line \$ Items can be changed once bottom line budgeted amount is achieved.
 - 2) Coconut Removal. Notice to Community drafted. Coconut removal will be scheduled. Non compliance by Owners will result in \$230.00 charge to HOA Account.
 - 3) Long term Coconut Tree Removal plan.
Tree Removal prior cost was \$800 per Tree. Costing to be updated. 1st proposal for removal will be submitted to HOA Board.
Robert Duffy, voting member to contact Dr. Camarotti in Key West.
 - 4) Emergency situation. Spoonbill Tree at #36. Terry Raum, voting member spoke to Owner and will discuss again to confirm contribution to cost. Sketch provided by Pat Labrada, cost to be determined.
 - 5) Irrigation Opportunities. Annual spend is \$130,000.
Blue Book could not be located by Mr. David Hubbard.

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- 6) Terry Raum – Tree trimming needs to be characterized to a broader line to ensure health of trees in the community.
- 7) Peter Munoz – Summit Loss Prevention. Sidewalk Trip Hazards. Report to be provided to Committee.
- 8) Schedule Enclosure Painting.
- 9) Gravel Options to be researched. Home Depot colors / options / cost as pricing is more reasonable.
- 10) Jennifer Raum to determine days / times for Scope of Work with 2 Brothers.
- 11) Complaints received from Owners regarding cleaning in the common areas. Who is responsible for this work in the morning?
- 12) Terry Raum to research Keys Energy Utility Mulch.
- 13) 1st Project to be Entrance (both sides), in front of Security Hut and Ground cover on Merganser side.
- 14) Anne to provide Survey Volunteers from Resident Surveys. Volunteer Group to be formed. Terry Raum will discuss with HOA Committee in North Carolina re scope of work.
- 15) Tree Removal protocol – HOA Documents. Website protocol to be reviewed by Terry/Anne.

Motion:

- 16) Tree at #77 Golf Club Drive. Arborist confirmed tree is healthy.
Drawing provided by Pat Labrada with walkover solution. Cost to be provided so that it may be communicated to Owner. Motion to be submitted to HOA Board.
Motion proposed by Chair – Anne Boland
Motion seconded by Robert Duffy, Voting Member
All in favor – Aye. Motion passed.

- **Adjournment** at 6.58pm