

Key West Golf Club Homeowners Association, Inc.
Regular Meeting of the Board of Directors
74 Golf Club Drive, Key West, FL 33040 and via Zoom
6:15PM, Monday, August 19, 2024

Attendees:

Robin Mitchell, Board President, Chairperson
Guy Gross, Board Vice-President
Sandra Swan, Treasurer
Derrick Rende, Board At Large Officer
Thomas Siburg, Board Secretary, was not present

Purpose: Conduct business as properly brought before the Board of Directors

1. Call to order:
Meeting called to order at 6:15pm by Chairperson, Robin Mitchell
2. Determination of Quorum:
3 out of 5 Board of Directors required. 4 members were in attendance
3. Proof of Notice of Meeting:
Provided, notice displayed
4. Approval of Agenda:
The agenda was unanimously approved
5. Approval of Minutes – Regular Meeting – 7/15/2024: Revised Minutes were not completed at the time of the meeting. BOD will approve 7/15/24 Minutes together with 8/13/24 Minutes at the next BOD Meeting.
6. Reports of Officers
 - a. Officers
 - i. President's Report: Board President Robin Mitchell reports that Orsure Francis, the husband of Board Secretary Thomas Siburg, is in the hospital. Orsure Francis has stepped down from the Parking & Security Committee. Orsure was also serving as an alternate on the Landscaping committee, and the Committees may be actively seeking a replacement. The Board has finalized their contract with CAC. The President is keeping this report brief, as full reports will be provided by the Committees, who have been working very diligently, info will be included in the Management Report or items are already on this agenda.
 - ii. Vice-President's Report: Board Vice President Guy Gross reports noise complaints are down, parking problems have been minimized, Guy thanked CAC for diplomatic communications. The Coconut Palm trees have been trimmed and the association is in good shape in that regard.

iii. Treasurer's Report: Board Treasurer Sandra Swann reports the Finance Committee meeting scheduled for August 15th was canceled due to scheduling issues. The net income for July 2024 was \$7,222.00 due to the pre-planned coconut palm tree trimming. YTD, the net income is \$189,814.00. Total income for July, 2024 was \$199,370. YTD Income is \$1,422,469. The association is under budget in Legal Category by \$10,000. and the pump station was under budget by \$20,000.00. Television and Cable are under budget by \$73,000. The cash summary: The association has \$267,106.00 in Cash with Operating Funds and Reserves and is slowly increasing their reserves as planned. Accounts Receivable, the association has three properties that have a special assessment due, and one is set to close at the end of August, leaving two.

iv. At-Large Officer's Report: No Report

v. Secretary's Report: No Report

vi. Manager's Report: CAC CAM member, Pat Labrada, reports that the sidewalk in front of #121 GCD is scheduled for repair next. The sidewalks are being inspected by CAC Maintenance Supervisor Danny Franco, and the work may need to be subcontracted out. Treasurer Sandra Swann told Pat she would like to see the proposals before the bills start coming in for payment. Pat met with the Parking & Security committee about entry gate issues. The committee has ideas they will vet out before bringing to the board. Pat suggested the Association could save money on the pump station by having Gary the Carpenter come every three months versus every two months for the cleanout. Director Derrick Rende asked Pat if that would be a good idea. Has the collected waste reduced enough to warrant a slowdown? CAC CAM Pat Labrada believes that to be the case. Pat Labrada mentioned the Powder Puff tree in front of Spoonbill. Residents did not want it taken down, so it has been propped up to not hang over the sidewalk and efforts are being made to keep both the tree and sidewalk intact. Pavers have been put down and the Landscaping Committee will be adding planters as a "walk-around" and buffer from the supported tree. The lights at the security guard gate and along College Road have been repaired by staff for very little cost. A new lamp post has been installed in the Sanctuary. It has already been hit by a car but is still upright and functioning.

b. Committees

i. Landscaping Committee: President Robin Mitchell reported for the landscaping committee. The committee and CAC CAM Pat Labrada have been working on the golf cart path that goes between the number one green and the number two tee box. The committee is getting three quotes on long term removal of coconut trees. The committee is working on adding 12 irrigation rain sensors to help with water consumption. The next slated sidewalk repair is at the juncture of 47 Spoonbill and Kestral Way. The committee is down one member and looking to add a member. The committee is looking into salt tolerant plantings to freshen up areas including the entry and gatehouse. There was a busted water line at Kestral and Spoonbill that has been repaired.

ii. Parking and Security: New committee chair Trevor Martineau updated the membership that all the abandoned scooters have been removed from the property. The Association towing provider has been switched from Arnolds to Anchor Towing. Updated signage will be added around the community. The enforcement regulations are being worked on.

iii. ARC: Chairperson Katee Martineau reports two homeowner requests to allow artificial turf. Requests were approved. One homeowner painted their door without an ARC submission. ARC has asked them to submit the request form no later than August 27th and they will then be instructed to choose only one color of paint. Katee mentioned the updated Construction and Design forms that were submitted for board review prior to the last BOD meeting. The approval signature lines have been streamlined to make things easier for all involved. *President Robin Mitchell made a motion to remove BOD signatures on the ARC Design Building Permit form and to require only the signature of one CAC CAM member along with the ARC Chair. Director Derrick Rende seconded the motion. The motion passed unanimously. President Robin Mitchell made a motion to remove the multiple signature requirements for the ARC Construction Form and have it signed by only the ARC Chair, one CAC CAM Member, and the Homeowner. Director Derrick Rende seconded the motion. The motion passed unanimously.* Discussion was held about requesting homeowners to submit their ARC plans electronically and the need for the HOA to keep those documents on file.

7. Unfinished Business:

- a. Violation Hearing and Fine Committee: President Robin Mitchell reports two of the four seats have been filled. Three additional applicants applied to fill the two seats. *Director Derrick Rende made a motion for Barry Gosnell and Paul Cambria to be on the Violations, Hearing & Fining Committee. President Robin Mitchell Seconded the motion. The motion passed unanimously.*
- b. Home Inspections: CAC CAM Pat Labrada and Todd Brangers have been granted permission from the KWGC to access the golf course property in order to be able to do visual inspections on those homes whose back yards and rear structure, including rear fences, can only be viewed from the golf course property.

8. New Business:

- a. Ratify Monthly Right of First Refusal: 19B Golf Club Drive, 110 Golf Club Drive, 135 Golf Club Drive, 135 Golf Club Drive, 68 Merganser, 28 Whistling Duck. *President Robin Mitchell made a motion to approve waiving the Right of First Refusal for the above reference properties. Director Derrick Rende seconded. The motion passed unanimously.*
- b. Monthly Real Estate Report: President Robin Mitchell reports a total of 13 active listings, ranging in price from \$599,000 to just under \$1.8 million. Average Days on Market is 119 days, average list is \$962,000. Five properties are currently under contract. Under contract prices reflect a 5% reduction from the original price. Closed Sale Prices for Under Contract homes are not yet published until closing. Further Real Estate stats are posted on the website.
- c. Policy on Charging Electric Golf Carts: Discussion was held. Homeowners will no longer be allowed to charge their electric golf carts at the HOA office. Reminder is provided that electric cords to charge the golf carts cannot be draped over the sidewalk connecting the cart to the power source in the yard.

9. Member Input: No member input

10. Adjournment: President Robin Mitchell made a motion to adjourn the meeting at 8:42pm. Director Derrick Rende seconded. The motion passed unanimously.

Final