

**Kylemont @ Lansbrook Homeowners Association (HOA)
Board of Directors (BOD) Business Meeting – May 11, 2020**

Attendees

Board Members: Kim Dauscher, John Gregor, Ken Kunsman, Jane Swango
Homeowners: Tim Duke, Gerry Pietrzak, Dave Selby
Guest: Rob Moore

Call to Order

- Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:04 PM
- The minutes from the March 9, 2020 Kylemont HOA BOD meeting were approved.

Financial Report

- Rob Moore provided a summary of the 2020 ytd HOA financials and projections through year end.
- Rob noted that the initial 2020 HOA fees has not been paid for the following properties:
 - 5020 Kernwood Ct
 - 5194 Kernwood Ct.
 - 5252 Karlsburg Pl.
 - 5011 Kernwood Ct.
 - 5116 Kernwood Ct.
 - 5208 Karlsburg Pl.
- A notice will be sent to the homeowners of the above properties requesting payment within 30 days before submitting to the HOA legal representative for formal collection processing.
- The HOA BOD approved the financial report.

Architectural Review Committee

- It was noted that email notification was sent to 5228 Karlsburg Pl. for removal of a dead oak tree and 5135 Kerwood for various landscape issues.
- A neighborhood inspection is to be conducted within the next week and notifications sent before month end.

Old Business

- Pond Maintenance – It was reported that necessary maintenance on and around the HOA ponds has been completed and an approved inspection report submitted to SWFTMD.
- Entryway Island – The previously approved maintenance / plantings on the entryway island has been completed.
- Stump Removal – Removal of the pine and oak tree stumps from the Kylemont berms has been completed.
- Berm Hedge Remediation – Installation of hedges in open spots along the Highpoint berm is to be conducted May 26 – 27.
- Duke Street Lighting – It was reported that a meeting was held with a representative from Duke Energy to discuss repainting of the light poles in the HOA. Dukes current position is that since the light poles were sealed in 2015, they will not consider repainting until 2025 due to a policy of providing light pole maintenance once every 10 years. The HOA BOD's position is that since the 2015 maintenance was unacceptable (sealing rather repainting), this 10-year restriction should not apply. This matter will be pursued further with Duke Energy.
- R. Williamson Landscaping – There has been no response to the certified letter sent on March 7, 2020 seeking reimbursement of \$5,690 for services not rendered per their landscape agreement. The HOA has received a quote from an attorney to pursue collection from Williamson Landscaping for a fee of \$500 to \$1000. The BOD has authorized Ken Kunsman and John Gregor to approve this expenditure if they feel it is warranted following additional evaluation of R. Williamson Landscaping business status.

New Business

- Retention Ponds – Based on Homeowner input, the BOD discussed potential revisions to its guidelines regarding resident fishing in the local retention ponds. The BOD agreed that some revision / clarification to the existing HOA guidelines is warranted. Ken Kunsman and John Gregor will develop revised guideline language for BOD review / approval.
- Oak Tree Trimming – It was reported that a homeowner has requested the HOA to trim some oak trees on the berm along Highpoint Drive. The subject oak trees were inspected and determined not to be in immediate need of trimming. Since oak tree trimming in the HOA common areas is conducted on a periodic basis, the BOD agreed that the trimming of these specific oak trees can be deferred until 2021 when trimming of other oak trees in the Kylemont Common Areas will be conducted as well. It was also noted that homeowners have the option to trim trees in the Kylemont Common Area behind their home given BOD approval is requested and granted.
- Food Trucks – It was reported that there was food truck service in Kylemont the previous two (2) Friday evenings and that this will continue on every Friday evening through May. After May, this service may be continued on a less frequent basis (i.e., once per month).

Adjournment

- The meeting was adjourned at ~8:10 PM