

**Kylemont @ Lansbrook Homeowners Association (HOA)
Board of Directors (BOD) Business Meeting – January 17, 2022**

Attendees

Board Members: Kim Dauscher, John Gregor, Ken Kunsman, Aaron Spink, Jane Swango
HOA Accountant: Rob Moore
Homeowners: Tim Duke

Call to Order

- Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:05 PM
- The minutes from the November 8, 2021 Kylemont HOA BOD meeting were approved.

Treasurer's Report

- A summary of the final 2021 HOA actual expenditures versus budget were reviewed. Total expenditures were ~\$1800 lower than budgeted and this amount was transferred to the HOA Reserves Account.
- It was noted that, effective January 1, West Coast Landscaping increased their monthly fee 4% and County Sanitation increased their monthly fee 3.2%.
- In February, 2022 HOA fee invoices will be mailed to all HOA homeowners and the first payment will be due on March 31.
- The BOD approved the Treasurer's Report.

Architectural Review Committee

- Architectural Modification Requests – Since the last meeting, the following requests were received:
 - 5168 Karlsburg - Plant Palm Tree - approved
 - 5160 Kernwood Ct. - Exterior Paint - approved
 - 5147 Kernwood Ct. – Pavers - approved
 - 3858 Keystone – Landscaping – approved
 - 5131 Karlsburg Place – Exterior repaint – Tabled for homeowner to paint sample on home.
 - 5154 Kernwood – Roof Replace – No AMR received. Ken Kunsman to contact homeowner.
- Neighborhood inspection – Follow-up correspondence will be sent to the homeowners at 5140 Kernwood and 5135 Kernwood notifying them that proper landscaping is required in front of their homes.
- West Coast Landscape Maintenance update – Jane Swango noted that berm condition looks good.
- Solitude Pond Maintenance update – Aaron Spink noted that contractor has been very responsive.

Old Business

- Palm Tree Pruning – Jane Swango will request an updated quote from West Coast Landscaping. Ken Kunsman will request quotes from other contractors doing work for the Lansbrook Master Association.
- Weir Dam Painting – Ken Kunsman and Aaron Spink will pursue quotes for painting the weir dams on Ponds A, B and C
- Retention Pond Cutback – Aaron Spinks will pursue quotes for a hard cutback around Ponds A, B and C

New Business

- HOA Fines – Aaron Spink will draft a potential Kylemont HOA fine process for homeowner violations
- Board of Directors - Tim Duke was nominated and approved to fulfill the open Kylemont HOA Board Director position resulting from Ricky Negron's recent resignation.

Homeowner Comments

- None

Adjournment

- The meeting was adjourned at ~7:50 PM
- The next HOA BOD meeting is scheduled for Monday, March 14