

**Kylemont @ Lansbrook Homeowners Association (HOA)
Board of Directors (BOD) Business Meeting – March 21, 2022**

Attendees

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

Call to Order

- Ken Kunsman called the Kylemont HOA BOD meeting to order at 7:05 PM
- The minutes from the January 17, 2022 Kylemont HOA BOD meeting were approved.

Treasurer's Report

- Rob Moore reviewed 2022 HOA expenditures versus budget and the collection of 2022 HOA fees.
- A reminder email will be distributed to homeowners regarding the March 31 payment due date. This reminder will include a note on the LMA Parking and Vehicular Restrictions.
- The BOD approved the Treasurer's Report.

Architectural Review Committee

- Architectural Modification Requests – Since the last meeting, the following requests were received:
 - 5123 Kernwood – fence install approved
 - 5035 Kernwood Ct. - Roof Shingle Replacement approved
 - 5135 Kernwood - Landscaping 2022.01 tentative approval
 - 3858 Keystone - house painting approved
- 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. A neighborhood inspection will be conducted before the May 9 BOD meeting.
- West Coast Landscape Maintenance update – Jane Swango noted that berm condition looks good.
- Solitude Pond Maintenance update – Aaron Spink has requested a quote from Solitude for maintenance of the littoral shelf and treatment of the primrose on Pond D.

Old Business

- Palm Tree Pruning – The BOD approved an expenditure of \$2,996 for trimming the 107 palm trees in the HOA common area.
- Pond Weir Dams
 - The weir dam on Pond C (entrance) was power washed in February at an expense of \$280. The BOD approved an expenditure of \$450 for power washing of the weir dams on ponds A & B.
 - RE Pro-Solutions will provide a revised quote to paint the weir dams on Ponds A, B and C.
- Retention Pond Cutback
 - RE Pro-Solutions has quoted \$2,100 for a hard cutback on the conservation side of Pond C (entrance).
 - Jane Swango will ask West Coast Landscaping to provide a revision of their June 2021 quote for retention pond cutbacks.
- HOA Fines – A review was conducted on the process required to levy fines for HOA violations. Per Florida State statute, the process requires the formation of a review committee separate from the HOA BOD.

New Business

- Pine Straw / Mulch – West Coast has quoted \$16,310 (\$15,610 pine straw & \$700 pine bark mulch) Based on previous cost, this was budgeted at \$10,500 for 2022. Rather than approve this expenditure at this time, Jane Swango will request quotes for installing plants in bare areas of the berm. Specific action on laying pine straw and mulch will be deferred to later in the year.

- Viburnum Planting on Berm – The BOD approved an expenditure of \$546 for planting of three (3) 15 gallon viburnum plants in the gaps on the berm. Jane Swango will coordinate implementation with West Coast Landscaping for some time in May when rain is more frequent.
- Sidewalk / Storm Drain Power Washing - Get it Clean Tampa Bay, LLC. has quoted \$664 for power washing the sidewalks and storm drains in the HOA common areas. These areas will be evaluated during the next neighborhood inspection to determine how soon this maintenance should be done.

Homeowner Comments

- None

Adjournment

- The meeting was adjourned at ~8:04 PM
- The next HOA BOD meeting is scheduled for Monday, May 9