

**Kylemont @ Lansbrook Homeowners Association (HOA)
Board of Directors (BOD) Business Meeting – January 13, 2025**

Attendees

Board Members: Tim Duke, John Gregor, Ken Kunsman, Genci Shurdha, Jane Swango
HOA Accountant: Rob Moore
Homeowners: Doug & Ann Richards

Call to Order

- The Kylemont HOA BOD meeting was called to order at 7:00 PM
- The minutes from the November 11, 2024 Kylemont HOA BOD meeting were approved.

Treasurer's Report

- HOA accountant Rob Moore reviewed the final 2024 HOA expenditures versus budget. Total expenditures were within slightly under the budgeted amount.
- The proposed 2025 HOA budget was reviewed. It is 4.3% greater than the 2024 budget and the HOA annual fee will increase from \$1,725 to \$1,800.
- The financial report and 2025 HOA budget were approved.

Architectural Review Committee

- Architectural Modification Requests
 - 5103 Karlsburg Place - Window replacement – approved
 - 5135 Kernwood Court – Exterior House paint – approved
 - 5180 Kernwood Court – Fence install – approved
 - 5083 Kernwood Court – Oak Tree Removal - approved
- Landscape Maintenance update – Jane Swango reported that Sunrise Landscaping has a new supervisor responsible for Kylemont. Jane and Tim Duke are to meet with him in the coming week to discuss landscaping status and expectations.
- Pond Maintenance update – none
- Neighborhood Inspection – It was noted that an inspection was completed in late November and notices sent.

Old Business

- Viburnum Replacement – The BOD approved an expenditure of up to \$4,900 for installation of viburnums at the south end of Kernwood Ct. Jane Swango and Tim Duke will submit their recommendation on the best quote to pursue.
- Landscape Maintenance Contract – Jane Swango & Tm Duke will continue to evaluate.
- Entry island lights – John Gregor will solicit a 2nd quote for replacement of the buried electrical cable.
- HOA Governing Documents – The BOD approved an expenditure of up to \$1,500 for legal fees to file a notice of preservation for the HOA governing documents and prevent extinguishment under the Marketable Record Title Act.

New Business

- Mailbox Painting & Repair – John Gregor will send an email to all homeowners about mailbox maintenance and provide a local contact for this service.
- Oak Tree Trimming – Jane Swango and Tim Duke will solicit quotes from vendors for the quadrennial trimming of oak trees in the Kylemont common areas.
- Entryway Island Landscaping – Jane Swango is soliciting quotes for landscape refurbishment of the entryway island. It was notes that this project may be deferred due to pending buried electrical work and 2025 budget constraints.
- House Lease Review – It was noted that the new LMA Amendment regarding home leasing requires that each HOA have a committee to review proposed leases agreements. Homeowners Lynn Fuller and Pat Groeper have already volunteered to serve on the Kylemont Lease Review Committee. Others are needed and an email will be distributed to Kylemont homeowners regarding the LMA amendment.
- Financial Crimes Enforcement Network (FinCen) – The deadline for filing the required BOD member information has been deferred until July 1, 2025. John Gregor is coordinating this filing.
- Florida State requirements for HOA BOD training – It was noted that a new Florida State of statute requires HOA BOD members to undergo certification training and annual 4 hours of continuing education. John Gregor will coordinate an online course for Kylemont BOD members to meet this requirement.

- LMA provided Fining Committee status – It was noted that the LMA is evaluating the establishment of an independent fining committee that can be used by all HOA's in Lansbrook.
- On-street parking – It was note that current HOA deed restrictions cannot prohibit on-street parking. However, it was noted that Golfside & Myrtle Point were able to request that Pinellas County restrict overnight on-street parking in their neighborhood.

Homeowner Comments

- Doug & Ann Richards had questions on the oak tree trimming planned for 2025 and maintenance of the berm behind their home.

Adjournment

- The meeting was adjourned at ~7:50 PM
- The next Kylemont HOA BOD meeting is Monday, March 10, 2025.