

Hart Lake Hills Homeowners Association
P.O. Box 3518
Winter Haven, FL 33885-3518

Minutes of the HOA Board Meeting

Date: April 29, 2024

Call to Order:

The meeting was called to order at 6:09 PM by Stacey Brixa.

Roll Call – Board Members Present:

- Stacey Brixa
- Jamey Trim
- Ryan Williamson
- Scott Gibson

Homeowners Present:

- Jeannine H.
- Janet Pitts
- Linda Newlin
- Chris Casey
- Missy

Approval of Minutes:

Ryan Williamson motioned to approve the prior month's meeting minutes. The motion was seconded by Scott Gibson. All were in favor; the minutes were approved.

Financial Report:

- The prior month's financial report was shared.
- All bills should be transitioned to ACH or online payment formats by the next meeting.
- Janet Pitts inquired about the large Frontier payment. Scott Gibson explained the bill had previously been sent to a former board member's email but was recently updated to the HOA's general email. The outstanding balance was then paid in full.
- "HOA Life" is still linked to the HOA debit card. Scott is working to convert this to ACH withdrawal.
- As of March 27, 2025, **nine (9)** lots have outstanding annual dues. Second notices were sent on April 28, 2025.

Gate Clickers:

- Jeannine H. shared she has **eight** universal gate clickers (purchased via Amazon) and offered to sell them to the HOA.
 - A purchase link will be added to the HOA website for residents interested in buying clickers.
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Old Business:

Storage Unit:

- Ryan Williamson motioned to approve securing a storage unit for HOA materials. Scott Gibson seconded. All were in favor; motion passed.
- Jamey Trim presented updated pricing from CubeSmart (Contact: Vanessa at 863-342-1412 x4 or 888-260-7593):
 - 5x10, 2nd-floor, climate-controlled
 - First month free; 50% off = \$34.50/month + \$16.00 insurance
 - Cylinder lock required (\$20)
 - Month-to-month lease, cancelable at any time
 - ACH payment supported

HOA Signage:

- Outdoor information board for HOA notices discussed
 - Scott Gibson: \$1,600
 - Ryan Williamson: \$1,200
 - Board members to continue searching for more reasonable options

Street Pole Heights:

- Scott Gibson to verify measurements
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New Business:

Gate Repairs & Updates:

- Scott Gibson will contact [REDACTED] to set up automatic open/close functionality
- He will also provide other board members with access in his absence
- **Florida Door Control** provided an estimate of **\$29,000** for gate repair
 - Scott to request a revised quote for only brackets and bolts

Gate Camera App:

- [REDACTED] provides the gate camera app
- Jamey Trim volunteered to contact [REDACTED] for updates and new login credentials for board use

Accounting Practices:

- Scott Gibson suggested adopting **QuickBooks** for financial tracking at **\$35/month**
 - Jeannine confirmed there were no discrepancies when financials were transferred to the new board
 - Moving all transactions to ACH format will streamline accounting
 - Scott (as Treasurer) will access QuickBooks but not the HOA's bank accounts, which will continue to be monitored via mailed statements

Motion:

- Ryan Williamson motioned to approve the setup of QuickBooks and authorized account holders to access the bank account if needed
 - Second by Jamey Trim
 - All in favor; motion passed

Credit Card Discussion for HOA (getting a credit card):

- Still under review
- Motion made by Jamey Trim **not** to move forward with a credit card at this time
 - Seconded by Scott Gibson
 - All in favor; motion passed

Homeowner Question:

- Stacey Brixa asked if HOA dues can be paid via credit card.
 - Answer: Not at this time. Only checks or money orders mailed to the PO Box are accepted.
- Further discussion on accepted are being tabled currently.

Pond Inspection Inquiry:

- Mail received from Zoller Engineering LLC requesting a pond inspection
 - Jeannine will provide Scott with the contact information of the vendor used previously

Palm Tree Debris at 644 Hart Lake Drive:

- Jamey Trim will contact the homeowner or the county for removal

Community Violations Policy:

- Monthly inspections to be conducted
 1. Verbal Warning
 2. Violation Letter sent
- Scott Gibson to coordinate with Herb Gills to confirm current policy details

Board Member Roles Clarified:

- Jamey Trim: Director and Secretary
 - Scott Gibson: Director and Treasurer
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Adjournment:

Motion to adjourn made by Scott Gibson at **7:30 PM**.