



Key West Golf Club Homeowners Association

SUMMER 2013

Please Welcome The Community Association Co.

Please join me in welcoming “The Community Association Company” (CAC), our new property management company that will take charge on August 1. The management team will be Sterling Christian, President and Operations Director of CAC, and Paul Goodnough our on site manager. Together they bring nearly 40 years of experience in the property management field. They will be supported by office staff located at 201 Front Street in Key West. There have been many hours of behind the scenes preparation for this transition to make sure it will go as smoothly as possible. Thanks go to Keys Enterprise for their cooperation, to our Board for all of the time they have volunteered and to our residents for their patience.

By now you have certainly noticed that this newsletter has a new look. It is now being edited by CAC and we anticipate that it will be published quarterly. The plan is to send future editions via email so please make sure you have returned your address update form and let the office know if you change your email address. Also, a huge thank you to Suzanne Coleman who has been editing the newsletter for the past year.

As always your comments are welcome and I invite you to email me at president@kwgchoa.com

Best Regards,

Dave Hubbert, President

A Message from The Community Association Co.

Residents of the Key West Golf Club (KWGC) will notice a significant difference in the way the association is run in the future. The staff of The Community Association Company is here to serve you and we want to hear from you whenever you have any questions or concerns. All inquiries in the future should be directed to our main office 305-296-0556.

Ibrahim Fernandez was rehired directly by the KWGC to work in maintenance along with Terry Loring who has a background in marine mechanics. Many applicants, including some existing staff, were interviewed for employment with the association. All those selected for employment have undergone background and reference checks.

Todd Lovejoy, the association’s new Security Manager, is a retired police officer from Connecticut. Todd will be working closely with the KWGC’s new Community Association Manager, Paul Goodnough, to address the concerns of the community. You will see both of them out on the property more often than you will find them in the office.

One of the first things you may notice is that the Security staff will be patrolling the property on bikes to enable them to more easily move about. During the day officers will regularly inquire to pool guests as to their residency and in the evening patrols will include the Golf Course side of the property. Parking will be continually monitored to ensure compliance with the association’s established rules and regulations. To more easily identify the

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Community Association Fundamentals



“Associations ensure that the collective rights and interests of homeowners are respected and preserved.”

We would first like to thank all residents for taking pride in your community. It is especially important for all residents to clean up around your homes, repair any damage to the property’s exterior (including deteriorating siding and trim) and abide by the association’s established policies, including parking regulations. . Please also remember to submit rental registration forms for any rentals that you may currently have or that occur in the future or ask your agent to do so.

Even though you live in an association, you might be surprised how many of your neighbors - owners and renters alike - don’t really understand the fundamental nature of common-interest communities. And we know that many others, including the media and government officials, lack a true understanding of the community association concept.

Community Associations Institute (CAI), a national membership organization that represents the best interests of common-interest communities like yours, developed 10 basic principles that answer three essential questions: What is the basic function of a community association? What are the essential obligations and expectations of homeowners? What are the core principles that should guide association leaders?

We’re confident you’ll recognize your community while reading these principles.

1. Associations ensure that the collective rights and interests of homeowners are re-

spected and preserved.

2. Associations are the most local form of representative democracy, with leaders elected by their neighbors to govern in the best interest of all residents.

3. Associations provide services and amenities to residents, protect property values and meet the established expectations of homeowners.

4. Associations succeed when they cultivate a true sense of community, active homeowner involvement and a culture of building consensus.

5. Association homeowners have the right to elect their community leaders and to use the democratic process to determine the policies that will protect their investments.

6. Association homeowners choose where to live and accept a contractual responsibility to abide by established policies and meet their financial obligations to the association.

7. Association leaders protect the community’s financial health by using established management practices and sound business principles.

8. Association leaders have a legal and ethical obligation to adhere to the association’s governing documents and abide by all applicable laws.

9. Association leaders seek an effective balance between the preferences of individual residents and the collective rights of homeowners.

10. Association leaders and residents should be reasonable, flexible and open to the possibility (and benefits) of compromise.

Prepare for Hurricane Season

Hurricane season starts on June 1st and ends on November 30th, Now is the time to make plans in the event that the Florida Keys is threatened by a hurricane. Please remember that hurricane shutters may be closed on the rear and sides of your home from May to November when you are not in residence. The front of your home may not be shuttered until there is an impending threat of a hurricane.

All owners who are not full-time residents should have a local representative who can respond to calls related to their home and prepare their home for a storm if you are unavailable. Should a storm head our way, KWGC HOA maintenance staff will be busy securing the association’s property and will be unable to assist individual homeowners.

In addition to shuttering your home, please remember to take in all outside furnishings and loose items in the event of a storm.

Community Association Bills Signed By Governor

HB 73, Relating to Residential Properties, by Representative Moraitis, and HB 7119, Relating to Homeowners' Associations, by Rep. LaRosa, were approved by Governor Rick Scott on June 14, 2013. The effective date of both bills was July 1, 2013. The following is a summary of the bills, which will have significant impacts on the operation of condominium, cooperative, and homeowners' associations.

HB 73 (Rep. Moraitis), Relating to Residential Properties. HB 73 includes a number of changes to the Condominium, Cooperative, and Homeowners' Association Act, including, but not limited to:

- (1) Postpones Phase II Firefighters' Service upgrades on elevators until the elevator is replaced or requires major modification;
- (2) Fixes insurance glitches by clarifying that the association's repair responsibility for items it insures is limited to insurable events;
- (3) Imposes a sixty (60) day deadline for election challenges and certain recall challenges;
- (4) Removes the requirement for a member vote in order for condominium board members to serve two-year terms;
- (5) Allows owners to use electronic devices to copy official records and allows associations to print owner directories;
- (6) Changes the thresholds for required financial statements. For example, the bill increases the audit threshold from \$400,000 to \$500,000 in annual revenues. The bill also decreases the threshold for a report of cash receipt and expenditures from 75 units to 50 units.
- (7) Allows a condominium board to install code-

compliant doors in the same manner as currently allowed for code-compliant windows;

- (8) Provides for a streamlined method for obtaining mortgagee consent for amendments for cooperative and homeowners' associations;
- (9) Revises the official records provisions in the Cooperative Act to more closely conform to the Condominium Act;
- (10) Imposes a board certification or education requirement for cooperative board members, as is currently required for condominium board members.

HB 7119 (Rep. LaRosa), Relating to Homeowners' Associations. HB 7119 significantly impacts the operation of homeowners' associations including, but not limited to, the following:

- (1) Provides that community association managers (CAMs) can be disciplined for violating any provision of chapters 718, 719, and 720;
- (2) Revises the official records provisions to more closely conform to the Condominium Act;
- (3) Allows associations to charge personnel costs if retrieving the official records exceeds one-half hour, if the personnel costs do not exceed \$20 per hour, and if the pages copied exceed 25 pages;
- (4) Reduces the copy charges for official records from .50



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E-Statements, ACH, and Payment Coupons

Did you know you can receive your KWGC HOA statement wherever you are when you sign up for E-Statements? Whether you are traveling, you typically switch your billing address with the seasons, or you just don't want to take chances with the mail service, getting your statement has never been easier. Please email Vickie at vickie@tampoa.com and she will set you up for your next statement.

If you paid your KWGC HOA assessment by ACH

before the change in management companies, or want to start now, and have not submitted a form to the new management company, please email Connie at connie@tampoa.com to request a form to sign up.

Please remember that payment coupons are no longer a valid form for paying your homeowner's assessment. All payments should be made to:

Key West Golf Club HOA
201 Front Street, Suite 103
Key West, FL 33040

Rules and Regulations



As the old saying goes, “One bad apple can spoil the whole bunch.” The same idea often holds true for residents who choose to ignore a community association’s rules & regulations, even if they are well-intended and in place to serve the greater good of the community. In the end, it’s the board that must take the pulse of the community and determine what rules are appropriate and instruct the property manager to enforce them as necessary. For homeowner associations and condominiums in Florida, the lines are drawn clearly on how rules should be implemented. The property manager should bring concerns and issues to the board’s attention and should work to establish rules and the board itself votes on approving rules.

The summer months are a good time to address deficiencies that may exist throughout the property. Violation letters are sent as a reminder to those owners who need to address infractions that exist at their properties for which they are responsible. Please do your part to maintain the community by correcting any violations in a timely manner.

Rules are created for many reasons, but some unit owners forget why some of them are there in the first place, or that they have a personal stake in their enforcement. Professionals stress that establishing a sound, rational set of fair and enforceable rules is the best way to promote harmony in community associations.

“Please remember that the association’s security staff is not a substitute for law enforcement and residents should always call 911 first whenever they have an emergency situation or feel threatened.”

A Message from The Community Association Co.

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association’s new staff, each KWGC employee will be issued an ID with their name and photo.

It is important to note that, although the KWGC is a gated community, the general public is allowed enter the property to access the Golf Course. Please realize that the Association cannot monitor all individuals who enter the community through its extensive perimeter. Staff will not discuss the specifics of their property monitoring activities, but they will be there to assist residents whenever necessary.

Staff will be available to help homeowners with issues such as parking and violations of homeowners’ bylaws. The Security Staff will be able to be reached at the entrance gate, 305-293-9863 anytime. The number for the gate will also be available on the recorded message on the office phone line 305-293-0301 which will automatically call forward to The Community Association Company’s main office. Any suspected criminal activity should be immediately be reported by dialing 911, then follow up with a call to KWGC Security. Please remember that the associa-

tion’s security staff is not a substitute for law enforcement and residents should always call 911 first whenever they have an emergency situation or feel threatened.

Please contact me either by email or at my below phone numbers whenever you have any questions or concerns.

Thank you,
Sterling

Sterling J. Christian, CPM®
Operations Director

The Community Association Company

Building 21
201 Front Street, Suite 103
Key West, FL 33040

305-296-0556 Office
305-293-0251 Facsimile
305-923-1210 Mobile



Community Association Bills Signed By Governor

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to .25 per page;

- (5) Requires every CAM, or the association when there is no CAM, to report to the Division by November 22, 2013, the name of the association, the FEIN number, the mailing and physical address, the number of parcels, and the total amount of revenues and expenses from the annual budget of the association;
- (6) Imposes a board certification or education requirement for HOA board members, as is currently required for condominium board members;
- (7) Provides for certain disclosures if the association enters into a contract or other transaction with any of its directors, and allows the contract or transaction to be canceled by a majority vote of the members present at the next regular or special meeting of the members;
- (8) Prohibits an officer, director or manager from soliciting or accepting anything of service of value for which consideration has not been provided from any person providing or proposing to provide goods or services to the association;
- (9) Provides for removal from board if a director or officer is charged with certain crimes;
- (10) Requires all associations to maintain insurance or a fidelity bond for all persons who control or disburse funds of the association. However, such requirement may be waived annually by a majority of the voting interests present at a properly called meeting of the association;
- (11) Provides that within 30 days after recording an amendment to the governing documents, the association shall provide copies of the amendment to the members;
- (12) Clarifies that nominations from the floor are not required if the election process allows candidates to be nominated in advance of the meeting and further amends that section to provide that an election is not required unless more candidates are nominated than vacancies exist;
- (13) Provides new triggers for turnover of control of the association from the developer to the non-developer owners;
- (14) Permits members other than the developer to elect at least one member of the board when 50% of the parcels in all phases of the community which will ultimately be operated by the HOA have been conveyed to the members;
- (15) Limits the ability of the developer to make certain amendments to the declaration;
- (16) Provides that the term "previous owner" shall not include an association that acquires title to a delinquent property through foreclosure or by deed in lieu of foreclosure and provides that present parcel owner's liability for unpaid assessments is limited to any unpaid assessments that accrued before the association acquired title to the delinquent property through foreclosure or by deed in lieu of foreclosure.

Our thanks are extended to the The Community Association Leadership Lobby (CALL) for providing this information to our owners. CALL is the leading organization working to enhance the quality of life and protect property values for Florida's community association residents.



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