



A Message from The President

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We are still hard at work improving the appearance of your community. During the past few months our maintenance crew has been very busy. They have completed several projects and are underway on others. Briefly, some of these projects include:

Sanctuary Storm Drains

There has been a persistent drainage problem in the lower sanctuary for several years. Often, after a heavy rain, flooding occurs and water can build up to several inches in depth over the street. Our Property Manager, Paul Goodnough, has been working with an engineering firm to resolve the issue. We have just signed a contract to rebuild and repair a section of the pipe where the water had previously backed up. The work should be complete within a month or so.

Fences

The maintenance staff is continuing its repair and repainting of front fences. They are wrapping up the sanctuary and will be moving on to finish the last three streets – Spoonbill Way, Kestral Way and Kingfisher Lane. This project has taken more time than originally thought because of the extensive repair work that was required.

Landscaping

The Butterfly Garden canopy has been trimmed back to let in more sun. The irrigation system is repaired and the pond put back in service with regular cleaning by our pool service company. The beds have been re mulched with some new plantings. The only remaining work is to add stone to the walkways. I'm happy to say that the butterflies are coming back in again.

You may have noticed that our streets are looking a little greener. That is because the maintenance crew has planted 15 pallets of

new sod between the sidewalks and streets. That's more sod planted this summer than in the last three years.

Home inspections

Since last year our management company has inspected 357 homes. There are currently 21 homes with open violations, with work either open or in progress. Three of those homes are in bank hands, one was sold and the new owner promises to get the work done. The rest have asked for more time. In some instances the HOA Board has authorized the management company to go ahead and complete the work on behalf of the owners. The home inspection process has been automated with a combination of iPads and desktop computers. It is now a simple matter to do inspections in the field.

Key West Real Estate Trends

Real estate values continue strong in Key West. Based on actual sales data so far this year for residences in the Golf Club, the median home sale price was \$342,250. That's an increase of 6.2% over last year. The average price per square foot of these sales was \$349. That's good news for all of us.

Your Board of Directors has a significant responsibility in maintaining the appearance of our community and enhancing the value of all of your properties. And, we will continue to do our part. Every homeowner must do his part, as well. Take a good look at your property and do what's necessary to make it look its best -- see what needs work and make the repairs. Please help maintain the appearance and quality of our community and protect the investment we all have in the KWGC.

Thank you,
Russ Vickers, President



The Budget Process



“When the Board and Management have developed the best possible draft budget, the Association sends it out to every member for review and comment.”

Each year, you will receive a draft of the proposed budget for review and comment. A lot of work goes into preparing the annual budget. It is a complex activity that has to start early so that the budget can be finalized and approved prior to the beginning of the new calendar year. The Board has a Finance Committee to help with some or all of the following tasks:

The Board and Management work together to gather all financial information needed to project expenses for the coming year. This includes a reserve analysis, bids for contracts, projections for utility or service increases, comparisons of past years’ budget trends and many other details.

The Board and Management also examine all sources of income - monthly assessments, interest on investments, proceeds as well as other types of miscellaneous income.

The Board and Management create a working draft by adjusting the expenses and income until they balance. This may be accomplished

by foregoing certain expenses to avoid the raising of monthly assessments. Or it may be necessary to raise assessments in order to cover increased expenses such as insurance or utilities that the Board cannot control.

When the Board and Management have developed the best possible draft budget, the Association sends it out to every member for review and comment. One of the reasons that we start the process early is to allow you plenty of time to study the budget, ask questions and offer comments.

Based on member comments, the Board and Management revise the draft budget as needed.

At the budget approval meeting on Wednesday, November 19th, members have the opportunity to provide additional suggestions prior to the Board voting to approve the final budget.

General Reminders

- The KWGC HOA annual meeting will be held on Saturday, January 24, 2014 at 3:00 p.m. at the Golf Course clubhouse.
- If you see any suspicious activity in the Golf Club community, first call 911 and then call Security at 305.293.9863.
- Waste Management has indicated that they will have their drivers pick up the trash, recycling and yard waste between 10am and noon on Fridays. This should allow time for owners to take their bins out and for Maintenance to pull the cans back in before the end of the day.
- Exterior Holiday decorations should be limited to a few strands of lights, simple wreaths and bows. Decorations cannot be put up before thanksgiving and need to be taken down by January 4th.
- Please provide us with and keep us updated on your current contact information. Having your e-mail address will help us keep you informed of upcoming Board meetings and up to date on approved Board meeting minutes. We can also keep you informed about any special projects that may affect you or your guests.
- Please be sure that your pets are registered with the administrative office. The pet registration form can be found at www.kwgchoa.com under “Documents and then in the “Welcome Packet.”
- Be sure to lock up your bicycles!

Government by Representation

Community associations are a representative form of government founded on the principle of elected individuals representing the people. Much of our country is based on the principles of representative democracy. It starts with organizations like community associations and progresses through our schools boards, city governments, county governments, state governments—all the way to the federal government. We vote for a person, or persons, who will act on our behalf.

Some might advocate that a board should not take action without a vote of the members to find out what the people want. That would be counter-productive. If association members were to vote on every issue before a decision was made, there would be no need for a board, but simply someone to send out ballots and tally results. However, boards find out what their constituents want in other ways. Many make time to hear from residents at each board meeting. But, it's up to you to attend meetings, voice your opinions and participate in the exchange of ideas with the board. We also encourage your involvement and participation. Perhaps you would consider joining a committee. We want your input, ideas, thoughts and opinions.

If you're considering running for the Board of Directors in the new year, we ask that you take a few moments to ask yourself the following three questions:

Do I have the time?

As a Board member, you will need to devote a few to several hours of your time each month to Association business. In addition to regular monthly board meetings, you will need to be active in e-mail discussions and occasional special meetings. During special projects, you may need to spend a little extra time on Association business. Some Board members may also spend a little more time than others if they work with a committee.

Can I make tough decisions when it's required?

The primary role of the Board is to conduct the business of the Association. This doesn't just mean approving the budget, but also developing and enforcing policies. Board members are required to step outside their immediate circle of family and neighbors and make decisions based on the greater good of the community.

Can I do all this and have fun, too?

It isn't all about policies and tough decisions. Our community is only as good as we make it and establishing and maintaining a sense of community is a part of a Board member's responsibility. Planning and attending functions such as our annual social and being a presence in the community are as important as any policy decisions you may make.

Being a Board member can be hard work at times, but it may also be one of the most rewarding ways you'll find to volunteer your time. If you're interested in running for The Key West Golf Club Board or would like more details about the Board's responsibilities, please contact the administrative office or a current Board member. First notice of the annual meetings will be mailed to each owner in December. In that packet there will be instructions on how to file your intent to run for an opening on the Board of Directors.

Thank you to the Community Associations Institute for information contained in this article.



A Message From Mosquito Control



The Salt Marsh Mosquito is the most common mosquito in the Florida Keys. The Salt Marsh Mosquito is a migrating mosquito that is often seen moving into the Florida Keys from the Everglades during “blow ins.” The aedes aegypti is the most common mosquito in Key West. A mosquito’s life revolves around water. Its eggs are laid in water or areas expected to flood. Once the eggs hatch, the mosquito larvae must stay in the water through their pupal stage. These stages happen quickly in the Florida Keys - in as little as five days. When the adult mos-

quito emerges from the water in residential areas, they do not travel far from their water of origin. Female mosquitoes searching for blood meals can become a problem for residents. If you want to reduce mosquitoes around your home, please remove unnecessary water-holding containers. A Mosquito Control Inspector can help you identify problem areas as a benefit to you and your neighbors. Florida Keys Mosquito Control can be reached at 305.292.7190 or visit their website at www.keysmosquito.org.

The Importance of Having a Local Agent

Please be advised that individual unit keys kept in the on-site office are for emergency situations only and are not meant to be given out to housekeepers or other vendors who come to perform work on your property. The on-site HOA staff is not responsible for handing out house keys. If a pest control company treats your house every month for insects, please give them a key of their own to use.

Each owner should also have a local emergency contact who checks on their property periodically when the owner is away. This person should inspect the inside of the home for problems such as water leaks or broken air conditioners and would be the one to give keys to service people. The administrative office can provide you with a list of some who perform this service.

Leasing Policies

The Governing Documents for the Key West Golf Club (KWGC) require written notification prior to any person other than the owners residing in a unit. Prior to prospective tenants residing in a unit all required forms need to have been submitted to the Association.

these procedures are to be followed when leasing a home. For more information and to see the lease application packet go to www.kwgchoa.com and go to the “Documents” tab.

Any guest(s) occupying a unit for one to six months needs to complete and submit a unit use notification form. In accordance with the amended Declaration of Covenants for the KWGC and applicable rules duly adopted by the Board of Directors of the KWGC,



“A Mosquito Control Inspector can help you identify problem areas as a benefit to you and your neighbors.”



Key West Golf Club
Homeowners Association



Interior Mold Prevention

To minimize the occurrence and growth of mold in units, owners should consider doing the following: Replace the a/c filter (or clean if permanent) monthly to maintain proper air flow and operation. Clean clothes dryer vents annually to maintain proper exhaust air flow and operation. Hire a home watch person if away from your unit for an extended period of time. Leave the name and phone number of the responsible person with Management before you leave town. Keep a/c on and running while not in residence at a temperature no higher than 78 - 80 degrees to keep the climate and moisture in the unit at reasonable levels. Any mold growth in the unit should be removed with a household cleaning solution such as Lysol or Pine-Sol disinfectants, Tiles mildew remover or household bleach.

Design Guidelines

If you're thinking about making any changes to the exterior of your house, please be sure to review the HOA's design guidelines. The full document can be found at www.kwgchoa.com under the "Documents" tab. Depending on the extent of work that you wish to perform, you may need to have your project approved by the Architectural Review Committee. The purpose of the design guidelines is to define the uniform

design themes and standards which will maximize benefit to all owners and residents and promote maximum property values. The guidelines establish both architectural and landscape themes as well as installation and maintenance responsibilities for owners.

E-Statements and ACH

You can receive your KW Golf Club HOA statements wherever you are when you sign up for E-Statements. Whether you are traveling, you 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 e-mail Vickie at vickie@tampo.com and she will set you up for your next statement.

If you would like to sign up to pay your monthly home-

owner assessments by ACH, please email Connie at connie@tampo.com to request an ACH authorization form.

All payments should be made to:

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

Main Office:

201 Front Street, Suite 103
Key West, FL 33040
305.296.0556
305.293.0251, Fax

Sterling Christian, CPM®
Operations Director
Sterling@tampo.com

Paul Goodnough, CAM
Community Association Manager
paul@kwgchoa.com

Vickie Datzman, CAM
Community Association Manager
Vickie@tampo.com

Connie Christian, CPA
Accounting Manager
Connie@tampo.com

Stephanie Hellstrom
Office Manager
Stephanie@tampo.com

Guardhouse 305.293.9863

We're on the web

www.kwgchoa.com