

Colonial Hills HOA
Board Meeting Agenda for January 28, 2026 at 6:30 PM
12205 Creighton Place

1. Call To Order
2. Approval of the minutes from the Annual Member and Board Meeting on December 11, 2025
3. Delinquency Report
4. Email Consent Update
 - a. Attempting to achieve 100 percent response regardless of whether they consent. Renters will also be allowed to give consent if they would like to receive announcements pertaining to events in the community
5. Storm Water Drainage System Work Update
 - a. Triple Crown came back 3 times to complete work
6. Riverview Lawn Care Updated Contract Approval
7. Maintenance Update
 - a. Maintaining Wet Pond to regularly remove excess cattails and invasive vegetation to extend the lifespan of the pond.
 - b. Maintain all trees in common areas by inspecting on a regular basis to ensure low hanging branches are at least 10 feet above the sidewalks and streets.
 - c. Traffic Circle Renovations will start soon and will include a new light pole already ordered, some type of reflectors to insert into the ground on both sides of the circle, adding plastic under rock to prevent weeds, adding additional white rock, and adding three boulders. The work will be completed by Riverview Lawn Care and cost approximately \$1,400 of which we received \$913 from an insurance claim.
 - d. Excavation work has been completed except for re-seeding/sodding, which is planned for Spring to see which areas will require help since grass is already coming back in some places. Inspection of excavated areas after any heavy rain before Spring will be conducted to ensure there are no erosion issues.
 - e. Multiple complaints about speeding through the community has prompted the board to look into additional signs for speed limit, slow down, children playing, etc, researching how to request speed bumps from the county and

the possibly of adding new rules explicitly against speeding, not stopping at stop signs, and revving engines that disturb the members of the community and put our children and pets in risk of getting hurt.

8. Reviewing current policies and procedures

- a. Review violation procedures
- b. Review Assessment Collection procedures

9. Payment methods

- a. Research using Cash App
- b. Research Well Pay through 5/3 bank
- c. Research PayPal fees to determine which payment methods through PayPal cost us the most
- d. Discuss adding a Convenience Fee and poll community

10. Switching attorney

- a. Questions about procedures and Quotes for amending governing documents sent to current attorney and another attorney we are considering to ensure we are making an informed decision. We have concerns based on three incidents of receiving invoices for actions not approved by the Board

11. Amendments of governing documents

- a. The first two amendments that need to happen will be changing the requirements for being able to make amendments to any of the three governing documents. Currently we need 75 percent approval of the whole community. The Association rarely gets more than 40 percent participation from the community unless we go door to door. The Board would like to change these requirements to minimum of 50-60 percent required participation and of those participating a 67-75 percent approval to make any changes to our Governing Documents.
- b. Properties managed by banks or property management companies never participate in voting.
- c. Currently approximately 80 percent of the properties are not in compliance with our Declaration of Covenants, Conditions, and Restrictions which makes it extremely difficult to enforce any of our restrictions.
- d. Making a few changes to our restrictions will make 90 percent of the properties in compliance which will make concentrating on the other 10 percent much easier.

- e. There are five rules that the board would like to suggest modifying so that they are slightly more lenient so that most properties will be in compliance and the use of the defense of Selective Enforcement is no longer effective.
 - f. There are some other restrictions we would like to modify that are out of date because of state laws, but we want to start with the ones that will give us the most bang for the buck.
- 12. Revision of Rules and Regulations to ensure they are easy to understand and adding additional rules according to what most of the community wants.
- 13. Creation of Community Standards according to what the community wants as a whole to ensure subsequent boards will treat everyone fairly and uniformly. Our community has no standards. None were ever written. It has been up to the architectural committee/board to decide on what paint colors are allowed, how large accessory buildings can be, allowable landscaping, how many driveways or the type of driveways, how RVs should be stored to discourage people living in them, etc.
- 14. Staffing Special Events Committee as currently there are only two members
- 15. Creating/Staffing new committee for amendments, revision of rules, creation of standards
 - a. Duties of the committee will include deciding on which restrictions need to be modified, added, or removed taking into account all feedback we receive from all homeowners; assisting in collecting votes/proxies to make initial amendments; suggest the addition, modification, or deletion of our Rules and Regulations; and create standards for the community to ensure everyone is treated uniformly and fairly.
- 16. Plans for preservation of governing documents will be revisited later this year or next year depending on the budget.



Riverview Lawn Care LLC

10815 Standing Stone Dr, Wimauma FL, 33598

#813-587-9100

2026- 2027 Lawn & Landscaping Contract

Riverview LawnCare LLC will be providing Lawn and Landscaping services for

Client: **Colonial Hills Homeowners Assosiation**

Contact: Jim Faurote

Phone: 813-477-7738

Email: colonialjimbo@gmail.com

Address: **PO Box 3644**

This agreement shall be in effect during the 2026-2027 season including Spring, Summer, Fall, and winter.

For this job, **Riverview Lawn Care LLC** will be performing the following work:

A) Lawn Maintenance [36 Visits]: \$1,550 (Monthly)

- Contractor will cut, trim, blow, and edge, pick up sticks, debris, trash in all common areas, including three retention ponds, the side, the gazebo, and the white fence in front of the development.
 - No grass clippings will be blown inside flowerbeds or onto the roads, gutters or drains.
 - Edging all sidewalks around all three ponds and along Rhodine Road to the end of the white fence.
 - Trimming around all garden beds, trees, and under white fence around the gazebo, all ponds & the two roundabouts on colonial Estates Lane.
 - Ponds should be cut as needed but will be brush free all year.
 - All EMS, FMS, and outfall structures must be kept clear of overgrowth and obstructions any dead fall from trees in the area must be removed during each service time.
- (weekly) (May-Sept) / (Bi weekly) (Oct-April) all designated mowing areas on **DAY**
- Services may be performed a day before, or a day after, due to inclement weather forecasts.
 - Service will be performed starting **February /01/2026**, through **Jan /31/2027**

B) Weeding & Hedge Trimming Landscape Beds/Boulevards/Islands:

- Weeding and hedge trimming will be done on an as-needed basis when mowing services are performed for all landscaped beds.
- Weed control in front flower beds and both roundabouts.
- Palm trees in the front common areas will be trimmed as needed.

C) Storm water dains/pipes:

All pipes and stormwater drains will be inspected and serviced as necessary, with a minimum check performed once per month.

We will maintain all drainage pipes by clearing soil, debris, and vegetation from the pipe openings and ensuring the surrounding ground is level with the bottom of each pipe for proper water flow.

Any pipes holding water will be kept free of weeds, small plants, and tree sprouts within a several-foot radius to prevent blockages.

Stormwater drains will also be monitored and cleared of any large debris that could restrict drainage.

D) Mulching services:

- Mulching services will be performed once a year, labor included in the monthly price.
- (Colonial hills will be responsible for purchasing mulch material)
-

E) Pressure washing

-pressure washing will be performed once a year

-Areas included are the two signs at the entrance along with the white fence.

Total For All Quoted Services For YEAR: \$18,600

2) Riverview Lawn Care LLC Responsibilities

Riverview Lawn Care LLC agrees:

- To operate in a professional predictable manner, with a clean presentable image while on site.
- To use subcontractors as it sees fit to complete work orders and tasks with prior approval.
- To hire only those workers legally authorized to work in the United States.
- To maintain insurance and coverage deemed necessary by law including liability at least \$1,000,000

3) Payment Terms & Conditions


- All services performed will be paid in full within **Net 30 days**.
- Client will be billed monthly for all services including mowing maintenance
- Payments may be issued via Check, or online invoice bill pay through **Yardbook**.
- Payments made after 30 days may be subject to a **\$100/month late fee**.

4) Legal Notices / Disclaimers

- The client is advised and permits their property to be photographed and/or videographed for the purpose of site documentation and for social media/marketing purposes.
- **Riverview Lawn Care LLC** and **Colonial Hills Homeowners Association** agree that this contract is enforceable according to the laws of the state of **Florida**.

- Any individual who signs this agreement on behalf of the property owner or **Riverview Lawn Care LLC**, promises and guarantees that he or she is fully authorized to execute this agreement on behalf of his or her employer or company. In the case of an agent of the property owner, such agent represents, promises and guarantees that such agent is fully authorized to execute this agreement on behalf of the property owner.
- This agreement will not be binding upon the contractor until a signed copy has been received by our office. No oral agreements will be accepted, whatsoever.

Riverview Lawn Care LLC
Charles Dominik King
10815 Standing Stone Dr, Wimauma FL 33598

_____	_____	_____
Customer Name	Customer Signature	Date
_____		_____
Charles Dominik King	Contractor Signature	Dec 5, 2025
		Date

COLONIAL HILLS HOA
ANNUAL MEMBERS AND BOARD MEETING MINUTES
December 11, 2025

Present: Angela Logan, President; Jim Faurote, Vice President; Susan Shaffer, Secretary; Donna Rowe, Treasurer

Also Present: Jay R Logan, Pam Marshall, Dustin Bryant, Nicole McDaniel

Place: 12205 Creighton Place, Riverview, FL 33579

Call To Order Annual Member Meeting at 7:01pm by Angela Logan, second by Jim Faurote; so approved.

Board Members Election was not necessary since no one volunteered to serve on the board for 2026, therefore the current board members will continue their service for next year. The current and future board members will be Angela Logan, current President; Jim Faurote, current Vice President; Susan Shaffer, current Secretary.

Annual Member Meeting portion adjourned at 7:04pm by Angela Logan; second Jim Faurote; so approved.

Call To Order Board Meeting portion at 7:04pm by Angela Logan; second Jim Faurote; so approved.

1. Approval of the minutes of November 3, 2025, meeting approved by Jim Faurote, second by Angela Logan; so approved.
2. The designation of officers of board members is as follows: Angela Logan, as President; Jim Faurote, Vice President; Susan Shaffer, Secretary. The Board is reappointing Donna Rowe, as Treasurer. Approved by Susan Shaffer, second by Jim Faurote, so approved.
3. Delinquency Report: 15 accounts are passed due to special assessment; 3 accounts are making monthly payments approved by the board.
4. Email Consent has been received by 72 properties. The board will attempt to get consent from the remaining properties after the first of the year.
5. The Storm Water Drainage System work began on December 3, 2025, by Triple Crown and was reported as completed on December 6, 2025. After the board inspected the areas included in the Scope of Work, the board was not satisfied that all work was completed according to the Scope of Work. The board will be meeting with Triple Crown on December 12, 2025 to walk through the areas that did not meet our satisfaction.
6. Riverview Lawn Care agreed to start following the maintenance plan of the storm water drainage system that was approved at the last board meeting which includes inspecting all drainage pipes and removing any build up of dirt and debris to ensure future inspections will not be an issue. The maintenance plan also includes inspections of street drain basins, trimming around discharge pipes that are located behind the tree line where vegetation growth becomes

an issue without proper maintenance, and mowing the dry ponds. In addition to following the maintenance plan, Riverview Lawn Care will also include pressure washing the front signs and white fence at the entrance once a year, trimming the palm trees around the signs at the entrance, and laying mulch in the flower beds once a year after the mulch is purchased by the association. The board will officially sign a new contract in January with all the additional work requirements after we receive the new updated contract. This should include most of all maintenance needed in the common areas except for maintaining the wet pond and trimming trees. The board has decided to wait until Spring to decide on whether additional grass seed or sod is needed in the areas that excavation work was completed.

7. The Annual Assessment Increase notification was announced on November 4, 2025. The increase of \$25.00 will cover the maintenance plan and the additional services provided by Riverview Lawn Care. Estimates will be obtained after the first of the year to maintain the wet pond and trimming trees as needed.
8. The insurance company has approved the claim for damage in the traffic circle in the amount of \$913.00. Renovations to the traffic circle will start after the first of the year.
9. Information about the continuing education requirements were sent to all officers by email by Angela Logan explaining individual requirements for 2026.
10. Motion to postpone discussing the following topics until after the first of the year was made by Angela Logan which include changing our attorney and plans for 2026 including reviewing current policies and procedures, researching additional payment options, amending Governing Documents, revise Rules and Regulations, create standards for curb appeal, plans for preservation of governing documents and reviewing current and new committees necessary for 2026 goals, Approved by Jim Faurote and second by Susan Shaffer, so approved.
11. A new page was added to the website called Connections that allows advertising for businesses associated with members of the association.

Member Open Forum started at 7:38pm

Concerns were raised about speeding through the neighborhood and what the homeowner's association could do to help this problem. Installing speed bumps was discussed. The board will research what legal options are available to solve this problem considering the roads are owned by the county and try and find a solution.

Meeting Adjourned: 7:53pm approved by Jim Faurote; second by Susan Shaffer; so approved.