

MINUTES

KENSINGTON PARK MASTER ASSOCIATION INC

Meeting of the Board of Directors

01/21/10

Kensington Clubhouse

Present:

Directors	Bill Lutz Joe Dyer Peter Eschauzier Lois Lewis Bud McMullin Denis O'Brien Steffi Portman Lois Ricci Glenn Wise
Owners	See attached sheet
Security	Adoni Kokkinos KENT SECURITY
Manager	William Newell NEWELL PROPERTY MANAGEMENT

The meeting was called to order at 3:00 pm by President Bill Lutz, who declared that a quorum was present. Notice of this meeting had been posted on the property and on the Kensington Website.

There was a motion by Ms Portman, seconded by Mr Dyer to waive the reading of and approve the minutes of the Board Meeting of 12/17/09. The motion passed unanimously.

Manager's Report (Bill Newell) -

Mr Newell reported the following items:

- Painting of the walls, gate house and gates is underway.
- Gate house air conditioners - recommended repairs have been made.
- Pressure-cleaning of all sidewalks and street gutters completed.
- All owners were sent new information forms to fill out and return. These would be entered into the new Safehouse software. Also, the email addresses would be introduced into the system.
- He mentioned a homeowner who had fallen behind in his dues. A letter should be sent advising that the account would be turned over to the association attorney for collection. The Board agreed.
- Upcoming Annual Meeting - Peter Eschauzier, Buck Evans, Glenn Wise, Bob Reilly and Jolene Mirena have submitted their names for election.

Mr Newell requested that estoppel fees collected by the management firm be increased from \$75.00 to \$100.00 (same as other associations). It had been discovered that these estoppels were much more difficult to complete than was originally envisioned. Mr Lutz made a motion to raise the estoppel fee charged by the management firm from \$75.00 to \$100.00 for each estoppel form completed. Mr Dyer seconded the motion, and it passed unanimously.

Treasurer's Report (Glenn Wise)

- Mr Wise reported on the financials of KPMA as of December 31, 2009. He stated that the financial situation at the end of the year was good, and that the Reserves were fully funded and invested in Certificates of Deposit.
- He stated that KPMA had recently changed financial institutions to hold the association checking (operating) account, and the cash Reserves. The new bank is the Iberia Bank, and KPMA is now earning a much better rate of interest, and will not be paying service charges as it was with Wachovia and M&I banks.

Access & Patrol (Bud McMullin) -

- Mr McMullin outlined the current system in place at the Livingston gate. That gate opens at 7:00 am and closes at 9:00 pm, and the guard proceeds on patrol for the rest of the night. The Virtual Guard system and bar code reader system continue to function until 11:00 pm, at which time the Livingston gate is locked down for the rest of the night. Cones are positioned to disallow entry. The committee is investigating the possibility of installing a switch on the barcode reader to disable it when the gate is closed.
- He stated that the Virtual Guard system had been functioning very well lately.
- There was discussion regarding the ISN barcode system. There was a system designed by Safehouse, which was recommended by Kent Security. If Kensington adopted this new system, the association would no longer have competing systems onsite, and this new system would interface with the new data base system now underway. Therefore, a motion was made by Mr Lutz, and seconded by Mr O'Brien, to purchase this new Safehouse barcode system at a cost of \$7,500.00. The motion passed unanimously.
- There was discussion about the non-resident golfers, and how their ingress and egress was working out. Mr Newell stated that the Golf Club was interfacing with Kent Security directly, and that this had created no problems.
- Overnight parking was discussed. One homeowner had already received a letter for this problem, and Mr McMullin directed management to send letters to two more homeowners who were continually parking overnight either on the street or in their driveways.
- Mr McMullin related a recent problem with one homeowner who had confronted a security guard, and who had tailgated through the front gate, and who also had a guest who had confronted security in a belligerent manner. A letter had been sent to this owner.
- There was discussion about how to effectively deal with rude and belligerent behavior directed toward security guards. Mr Kokkinos said that he could provide the Board with policies adopted by other communities for this item.
- Open House signs were discussed at length. Mr Harris requested that the Board consider more frequent Group Open Houses with signs outside the community. The Board was reluctant to increase the frequency, because it meant opening up the neighborhood to outsiders on a frequent basis, and that this conflicted with

the neighborhood feeling of security and exclusivity.

- Mr Lutz made a motion, which was seconded by Mr O'Brien, and passed unanimously that two dates would be selected and approved by the Board for group Open House - January 24, 2010 and February 21, 2010.
- Mr McMullin brought up the issue of golf carts used by security guards. The three present carts owned by KPMA were failing, and in need of replacement. He stated that two quotes had been obtained both for new and used carts, and for lease or sale. It was felt that more information needed to be obtained before making a decision. The Access & Patrol committee would study the matter further, and make a recommendation to the Board.
- Mr Kokkinos suggested holding a Wine and Cheese party which would be paid for by Kent Security. At this function, questions could be asked and answered about security. The Board felt that perhaps this should be combined with the upcoming Annual Membership Meeting. Mr McMullin will contact the club to obtain pricing information for Kent Security and obtain some available dates for consideration of the Board.

Landscape (Denis O'Brien) -

- Landscape lights had recently been upgraded. Additional plantings had been introduced in the south end of Kensington.
- Mr O'Brien made a motion to add additional lighting in the area between The Hamlet and Sheffield Villas at a cost of \$3,800.00. This motion was seconded by Ms Lewis and passed unanimously.
- Mr O'Brien made a motion to install Macho Ferns across from Westchester, Keswick, and Wellington at a cost of \$4,100.00. This motion was seconded by Ms Lewis and passed unanimously.
- Creeping ficus had been recently installed at certain columns.
- Because of the contamination from the lake irrigation water, special filters had been installed in the irrigation system as a trial project. He would report back on the success of this project.
- Turf weeds were discussed. It was agreed that things looked much worse since the recent cold spell. Mr O'Brien suggested taking a gradual approach to the replacement of turf areas - patching over a period of years.

- Mr O'Brien stated that Lancaster 1 had been less than receptive to his suggestion that Lancaster 1 maintain the turf area between the road and the sidewalk at the front of their association. He had made the offer to continue to have KPMA maintain this area, but that Lancaster 1 would have to pay \$75.00 per month for this service. The Board agreed that Lancaster 1 should be paying for this service, since that association appeared to own the land in question. This was to commence effective January, 2010.
- The ficus tree hedge on the boundary line shared by Landscape Florida had been recently trimmed by that firm, and Mr O'Brien stated that this should improve the appearance and health of the Awabuki hedge which had been badly shaded by the overgrowth of the ficus trees.
- The Western Boundary improvement sub-committee had met once and had discussed the state of affairs behind Canterbury Green. No decisions had been made yet, but there would be more meetings to determine what was needed to make this area more compatible.

Architectural Control (Steffi Portman) -

- Ms Portman reported that The Hamlet needed to be sent another letter reiterating the KPMA position that their roofs were in need of pressure-cleaning.
- A new list of homeowners who had dirty roofs had been compiled by the committee. She requested that letters be sent to these owners informing them of the need to get their roofs cleaned.
- Mr Denzer had been granted a six-month extension by Collier County to complete his new house. Ms Portman stated that she would monitor that permit.
- The recent outdoor art sale held at the Chung residence was discussed. The Board felt that this type of event was not appropriate for the area, and that a letter should be sent to him informing him of that fact, and to demand that he not hold this type of event in the future.

Infrastructure (Joe Dyer) -

- Mr Dyer reported that the final bill for approximately \$7,000.00 for the recent bulkhead repair project had been received, and this should be paid by KPMA.
- Sidewalks were discussed. It was decided that a survey should be obtained which would outline problems with the sidewalks, and state solutions for these problems. Mr Newell stated that one sidewalk had recently been repaired.
- Ms Ricci suggested that the Board consider the installation of rip-rap on the banks of the lakes at the condominiums. There was discussion on the matter, with the Board agreeing that the cost would be prohibitive at this time, but perhaps this could be addressed in the future.

There being no further business to discuss, a motion to adjourn was made by Mr Dyer, seconded by Mr O'Brien, and passed unanimously. The meeting was adjourned at 5:18 pm.

Respectfully submitted by

William Newell

William A Newell
NEWELL PROPERTY MANAGEMENT

[ken.minXXXX/February 1, 2010]