

# MINUTES

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## KENSINGTON PARK MASTER ASSOCIATION INC

Meeting of the Board of Directors

07/16/09

Wyndemere County Club

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SCANNED/E-MAILED

TO DIRECTORS:	<input checked="" type="checkbox"/>
TO OWNERS:	<input type="checkbox"/>
DATE:	7/23/09
env _____	stamp _____

Present:

Directors:

William Lutz  
Stephanie Portman  
Joe Dyer  
Lois Ricci  
Lois Lewis (by SpeakerPhone)  
Bud McMullin (by SpeakerPhone)  
Denis O'Brien (by SpeakerPhone)

Manager:

William Newell  
Newell Property Management Corporation

The meeting was called to order at 3:00 pm by President Bill Lutz. He declared that a quorum of Directors was present. Mr Newell stated that proper notice of this meeting was posted.

The Board had only received the minutes of the previous Board Meeting of 06/18/09 the day before, and therefore decided to review them and delay approval of those minutes until the next Board Meeting.

Mr Lutz stated that Peter Eschauzier had volunteered to serve on the Board of Directors to replace Buck Evans, the previous Treasurer, who had recently resigned. After discussion there was a motion by Mr Dyer, seconded by Ms Portman, and passed unanimously, to appoint Mr Eschauzier to the Board of Directors.

## **ADMINISTRATOR'S REPORT (Bill Newell)**

Mr Newell was asked to report on his company's progress in the first two weeks of their engagement. He reported that he had met with Laura Derrer (former administrator), John Tocio (head of security), Lois Ricci (Access & Patrol) Steffi Portman (Architectural Review), representatives from the M&I Bank, Wachovia Bank, Paychex, Oswald Trippe Insurance Agency. The computer had been moved from Ms Derrer's office and it immediately seized up because of the domain password protection provided by the Golf Club. That problem had been resolved, but it delayed the accounting system transfer and interaction with the community website. The copier was moved from Laura's office to the guard house to replace their failed printer/fax. The Payroll System for the security guards was working fine, and the Accounts Payable and Accounts Receivable were all on track.

Mr Newell gave a statement of the financial affairs of the association as of June 30, 2009 (the date of management transfer). The association was in reasonable financial condition, with a slight surplus year-to-date. There were very few delinquencies, the only two notable ones being Gendreau who was currently in arrears for \$3,564.00. The Board determined that all possible remedies were to be used to clear this situation up. The Board agreed that the outstanding amount of \$3,713.24 for Mr Durso at Wellington Place 2 should be written off as a bad debt since there was no possible way of collecting this amount, since Mr Durso had declared bankruptcy and the property had been foreclosed by the mortgagee and had been resold. Wellington Place 2 had also suffered a bad debt from Mr Durso.

## **COMMITTEE REPORTS**

### **ACCESS & PATROL (Bud McMullin and Lois Ricci)**

Ms Ricci gave her report for the month, which is attached to these minutes. The Board members agreed that most of the vehicle infractions were due to a small number of repeat offenders. One security guard had been terminated within his probation period for several problems. Another guard was under warning for problems with his performance. If these problems are not resolved, he may also have to be terminated. Because the security department was shorthanded, overtime with the existing staff was unfortunately necessary. This situation would be resolved as soon as possible.

There was discussion about the provision of pest control services to the two guard houses. Management had procured two quotes – one for \$400.00 per year, and one for \$500.00 per year. The Board was reluctant to expend this amount at this time, and for the time being the association would provide insect bait stations,

such as Terro, and see if this could solve the current pest control problem. The two quotes were tabled, and may be discussed at a future time.

Ms Ricci stated that the Access & Patrol Committee was responsible for the holiday decorations – Mr Newell would forward the quote received for the upcoming season to Mr McMullin and Ms Ricci.

### **ARCHITECTURAL REVIEW BOARD (Steffi Portman)**

Ms Portman gave her report on behalf of the committee:

The Denzer property continued to be a problem – the house was still not finished, and this fact was annoying the immediate neighbors, due to the abnormal number of work vehicles visiting the property and parking on the cul-de-sac. Ms Portman stated that she had asked for assistance from every available resource, and had found that no agency was willing to assist in the matter, and she was told repeatedly that nothing could be done about the length of time this house-building project was taking. Ms Portman suggested that perhaps by not obtaining a Certificate of Occupancy, that lower Collier County real estate taxes might be considerably lower to the owner. Although the Board of Directors continued to receive complaints from the neighbors in Kensington Gardens, there appeared to be nothing that the Board could do to alleviate the situation.

More letters requiring roofs to be cleaned were being sent out in mid-August, to allow their owners to perform that action during the dryer fall season, after the humidity and rainfall had subsided. Mr Newell had the names and addresses and would take care of sending these letters.

Mr Hatch had submitted plans to expand his house with an addition. The committee had examined these plans, and would approve this project, subject to certain conditions.

### **INFRASTRUCTURE (Joe Dyer)**

There was discussion about the recent bulkhead repair project. Mr Dyer described the recent work, and the problems encountered along the way. There remained some drainage issues existing in certain properties in Kensington Gardens. He would continue to investigate these with the engineer he had been working with for the bulkhead project. The question of responsibility for payment for the eventual solution to this drainage/erosion problem was discussed – it was felt that the affected homeowners should be responsible for the cost of these problems, and perhaps would be special assessed for whatever cost was applicable to each homeowner. But no final decision was arrived at, and this matter would be discussed after the solution is identified and the cost is known.

Mr Dyer also pointed out that there was a problem with the north side of the causeway leading to Kensington Gardens, in that it was over planted and the roots of the plantings presented a problem for the preservation of the hillside. The reason for these plantings was apparently to hide the guard rail from the view of the houses on that side. He felt that this situation should be checked out by the Landscape Committee and a recommendation made by them.

Some homeowners were allowing their sprinkler systems to run too frequently, and Mr Dyer felt that a letter should go to the President of Kensington Gardens to urge him to communicate the problem to their owners who were not cooperating with the two-times-per-week watering schedule.

Mr Dyer questioned why Bay Electric continued to fix the street lights, despite the fact that Laura Derrer had apparently obtained alternate less expensive quotes from competitors. Mr Newell stated that he would seek out these quotes and report back with alternatives.


#### **LANDSCAPE COMMITTEE (Denis O'Brien)**

Mr O'Brien had submitted a report on behalf of the Landscape Committee, and it is attached to these minutes.

There was discussion regarding the installation of aquatic plantings around the lakes. Mr O'Brien suggested that it might be fruitful to have Corey and Brett conduct a survey of the state of the lakes and submit some ideas which could be acted on. Also, perhaps an aquatic landscaper might be consulted on an overall solution. These alternatives would be considered by the Landscape Committee. Ms Ricci stated that she would conduct some queries with persons from other areas within Naples, to see what solutions they had adopted in the aquatic landscape area.

At this point in time, the telephone conference line went dead, and no attempt to revive it succeeded. After approximately fifteen minutes of trying unsuccessfully to re-connect the telephone conference callers, a motion to adjourn was made by Mr Dyer. This motion was seconded by Ms Portman, and the meeting was adjourned at 4:55 pm.

Respectfully submitted by



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William Newell  
NEWELL PROPERTY MANAGEMENT

## June 2009 A & P Report-KPMA

There were 64 parking violations in June. Only one of these was a street parking violation.

Of the above 64 violations, one person was cited 23 times, another 15 times, and another 5 times. So 3 residents made more half of the violations cited.

There were 16 incident reports. 8 burglar alarms, 1 medical call, 3 suspicious calls, 2 open garage doors, and 2 other.

We have let one of our patrol persons who was on probationary hire go. We have hired a former Collier County police person to replace him.

We have replaced several tiles on the gatehouse roof, that were broken, with tiles from the country club that were being thrown away. This was done at no cost to A & P or KPMA.

Respectfully submitted

Bud McMullen, Chair

Lois Ricci, Co-Chair

**REPORT OF THE LANDSCAPE COMMITTEE**  
KPMA BOARD MEETING – July 16, 2009

1. **Repairs to hedge behind Ashley Grove and Canterbury Green**  
The work to fill in the gaps in the Pittisporum hedge has been completed and most of the feedback has been positive.
2. **Sod replacement**  
At the June meeting the Board approved the expenditure of \$4,000 for replacement of sod. This work, which is all within the boundaries of Kensington will commence shortly but not before we are satisfied that we have adequate irrigation in each area to sustain the new grass. We are concerned about some areas on the bank outside the wall on Pine Ridge Road where there is considerable weed infestation which tends to dry out very quickly in the winter months. We have asked for a proposal to re-sod these areas so may come back to the Board next month seeking additional funds.
3. **Major rehabilitation project for 2009**  
At the June meeting the Landscape Committee had proposed, and the Board agreed that we should defer any major expenditure for this year and instead allocate some or all of the funds set aside in the Budget (\$47,000) to a series of smaller, higher priority projects. The projects and their status are as follows:
  - a) **Replacement of dead and dying material in the raised planters at the east and west corners on Pine Ridge Road. (Cost \$2,840)**  
Completed.
  - b) **Completion of the irrigation loop at the SW corner of the property. (Cost \$7,000)**  
Currently working on it - should be completed shortly.
  - c) **Installation of additional rotor sprays opposite Wellington I on the eastern boundary. (Cost \$6,000)**  
Completed.
  - d) **Front entry renovation.**  
We propose to remove some shrubs and trim others on either side of the Kensington signs at the front entrance and replant with a lower and simpler combination of Flax Lilies and annuals for a cleaner, more dramatic appearance. **We propose that the Board approve the expenditure of \$3,842 for the renovation of plantings at the front entrance.**
  - e) **Renovation of the irrigation systems along the front wall.**  
The question of how best to deal with the staining of the walls is still under review. We hope to have more information for the Board at the meeting in August.