



MINUTES

KENSINGTON PARK MASTER ASSOCIATION

Meeting of the Board of Directors

October 15, 2009

Wyndemere Country Club – Board room

PRESENT:

Directors- Bill Lutz
Denis O'Brien by Conference Phone)
Joe Dyer
Glenn Wise
Steffi Portman
Bud McMullin
Lois Ricci
Lois Lewis by Conference Phone)
Peter Eschauzier by Conference Phone)

Visitors-
As signed in

Golf Course –
Corey McDonough

Kent Security-
Adoni Kokkinos

Manager-
William Newell
NEWELL PROPERTY MANAGEMENT

Certification of Quorum of Directors and Proof of Notice

President Bill Lutz called the meeting to order at 3:00 pm and declared a quorum of Directors present. Proof of Notice was provided to KPMA members via conspicuous posting in the community and on the KPMA website.

Reading and Disposal of any Unapproved Minutes

There was a motion by Mr Dyer, seconded by Mr McMullin, to waive the reading and approve the minutes of the last Board of Directors meeting dated September 20, 2009. The motion passed unanimously.

Infrastructure (Joe Dyer)

Mr. Dyer reported that he and Mr Newell had met with a representative of Bay Electric, and a new arrangement had been negotiated whereby the hourly charge had been reduced, and the lift truck fees had been reduced. Bids had been solicited from other contractors, but the other contractors would have used ladders instead of lift trucks, and it was felt that this would be less efficient, and more expensive in the long run. He also mentioned that KPMA was going to number each light pole so that a maintenance log could be maintained, as well as making reporting of burned-out lights simpler and more exacting.

Mr Dyer then stated that KPMA had been cited by South Florida Water Management District (SWFMD), and that the two preserves in Kensington were in need of cleaning up – specifically, the exotic vegetation needed to be removed. Mr Newell reported that he had met with Sunshine Aquatics, which was the current contractor for the lake maintenance within Kensington. That firm had been in touch with SWFMD, and proposed a date of March 2010 to commence this removal of exotics. This would avoid the unsightly situation during season resulting from this exercise, as well as providing a dryer environment for the contractor to work.

There was a motion by Mr Dyer, seconded by Mr Lutz, and passed unanimously, to contract with Sunshine Aquatics to perform this work at a cost of \$12,570.00. Management was instructed to respond to the letter from SWFMD, proposing a date of March 2010.

The painting of the front wall was discussed. Mr O'Brien stated that the experiment involving using a different irrigation source at the front had been successful, and that it was felt that the wall would not be stained from irrigation water. Mr McDonough confirmed this. Mr O'Brien also expressed the view that the front wall should be painted as soon as possible. After discussion, the Board agreed that perhaps the guard house and front security gates should also be part of the project. Mr Newell stated that he had already started obtaining a specification from Sherwin-Williams, which could then be used to obtain quotes for the project. Mr Dyer stated that he felt that the wall light fixtures at the entrance were in need of replacement. He stated that he would give the specification to management to arrange for replacement of these fixtures.

Mr Dyer addressed the problem of the bulkheads. In cooperation with Mr McDonough, KPMA had arranged for a preventative "catch-basin/gutter extension" project to ameliorate the continual run-off from the roofs of some twenty houses in Kensington Gardens whose lots abut the bulkheads. It was felt that without some preventative action, that the bulkheads would again be damaged by erosion. While KPMA had undertaken and paid for all the repairs to the bulkheads, the Board of Directors felt that cost of this preventative measure (\$27,504) should be borne by those homeowners whose run-off was causing the bulkhead damage. A letter had been sent to all these homeowners notifying them of the problem, and announcing that there would be a special assessment of those owners.

A homeowner, Mr Natapow, stated that he felt that this assessment was improper, and that all homeowners in Kensington should share in this expense.

After discussion, there was a motion by Mr Dyer to declare a special assessment of twenty homeowners in Kensington Gardens in the amounts attached to these minutes. This assessment would be due November 15, 2010, and would be billed to Kensington Gardens Homeowners Association, which could then bill those owners on KPMA's behalf.

Access & Patrol – Bud McMullin and Lois Ricci

Mr McMullin stated that there had been a delay in setting up the "virtual guard" system between the front and back gates, and this had caused some problems with golf-cart patrols by security guards. Mr Kokkinos explained that the delays were caused by confusion with the passwords between modems, and that the problem would be solved shortly.

Mr McMullin made a motion as follows:

There would be a guard in the back gate house between 7:00 am and 6:00 pm. There would be a "rover" between 1:00 pm to 3:00 pm and then 6 pm to 9:00 pm, and then all night between 11:00 pm and 9:00 am. He advised that this improvement to the hours of service would add \$12,643 per year to the cost of security. The motion was seconded by Mr Dyer, and passed unanimously.

Mr Lutz asked Mr Kokkinos to explain the "virtual guard" system, which he did.

Administrative/Management Report – Bill Newell

Management reported the following:

- The gate house had recently been thoroughly cleaned and de-cobwebbed inside and outside.
- The holiday decorations had been installed at the gate houses.

- Insurance policies had been renewed for KPMA.
- Kent had installed the new cameras, discussed above.
- All the street lights in Kensington had been repaired, and that there was now a system in place to service these lights on a batch basis.
- All street signs were being fixed and re-aligned.
- The first draft of the 2010 KPMA Budget had been prepared by management, and had been given to Treasurer Glenn Wise.

Mr Newell stated that he felt that a regular maintenance schedule should be established for the air conditioners at the front and back gate houses. The Board agreed and directed management to commence this service.

Replacement of mailboxes was discussed. The Board of Directors agreed that the system in place for mailbox repair and replacement was as follows: If homeowners called management to perform work on their individual mailbox, that KPMA would have the work performed, and the homeowner would be billed for that work. Alternately, homeowners could call Lykins-Signtek directly, and have the work performed at their own expense.

Architectural Review Board (Steffi Portman)

Ms. Portman stated that there was a sign installed at Lancaster 1 in front of one of the condominiums, and that she would discuss the matter with the homeowner.

A list of homeowners with roofs in need of pressure-cleaning had been prepared, and they would be notified in November 2009, if they had not cleaned their roof by then.

There was discussion about speeding in the neighborhood. Should letters be sent to offenders?

Landscape Committee (Denis O'Brien)

Denis O'Brien presented a report, which is attached to these minutes.

He stated that the irrigation system opposite York Town was nearly finished, and that the re-sodding project would commence shortly in that area.

He explained that the cost of distributing pine straw this year would be \$22,950. There was a motion by Mr O'Brien, seconded by Mr McMullin, and passed unanimously, to proceed with the pine straw throughout Kensington.

Mr O'Brien stated that the winter annuals were underway (geraniums/impatiens). There was a motion by Mr O'Brien, seconded by Mr Dyer to proceed with the installation of winter annuals at a cost of approximately \$5,000.00.

The Board briefly discussed the need for pressure-cleaning curbs and sidewalks throughout Kensington. Management was instructed to proceed with getting quotes for this project.

There being no further business to discuss, there was a motion by Bill Lutz, seconded by Bud McMullin, to adjourn the meeting at 5:10 pm. The motion passed unanimously.

Respectfully submitted by:
NEWELL PROPERTY MANAGEMENT

William Newell

William Newell